PHSSL CARE LIMITED

CONTROLLED POLICY

A02 – STATEMENT OF PURPOSE POLICY

Policy Reference	A02
Version	1.0
Policy Owner	PHSSL Care Limited
Approved By	Lade Awosika, Director
Approval Method	Approved electronically
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Status	Controlled Document
Applies To	All PHSSL Care Limited staff, workers and relevant contractors
Supersedes	New policy

1. Purpose

This policy explains how PHSSL Care Limited will maintain, implement and review its formal Statement of Purpose. The Statement of Purpose is a key regulatory document describing the provider, the regulated activities and services delivered, the location arrangements, the people the service is intended to support and the organisation's aims and objectives.

2. Scope

This policy applies to the Director, Registered Manager, relevant managers and staff whose responsibilities affect the accuracy, implementation or review of PHSSL Care Limited's Statement of Purpose. It applies to the regulated activities and service arrangements described in the current approved Statement of Purpose.

3. Policy Statement

PHSSL Care Limited will maintain a Statement of Purpose that accurately reflects its current registration, regulated activities, service model and operating arrangements. The organisation will not knowingly describe or deliver regulated services outside its registration, applicable conditions or approved scope.

4. Regulatory Framework

The Statement of Purpose will be maintained in accordance with the Health and Social Care Act 2008, the Care Quality Commission (Registration) Regulations 2009 and other applicable CQC registration requirements and guidance. It will also be consistent with the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 and PHSSL Care Limited's current CQC registration.

5. Content of the Statement of Purpose

The Statement of Purpose will contain the information required by applicable registration requirements. This may include the provider's identity and contact details; aims and objectives; the regulated activity or activities carried on; service location information; the Registered Manager arrangements; the nature of services provided; and the needs and categories of people for whom the service is provided.

6. Accuracy and Consistency

Information in the Statement of Purpose must be accurate and consistent with PHSSL Care Limited's CQC registration, website, service-user information, contracts, policies and operational practice. Where another document contains more detailed information, it must not contradict the Statement of Purpose.

7. Registered Activities and Scope

PHSSL Care Limited will ensure that its Statement of Purpose clearly identifies the regulated activity or activities for which it is registered. Any description of services must remain within the organisation's legal registration and applicable conditions.

8. People Supported

The Statement of Purpose will accurately describe the people PHSSL Care Limited is registered and equipped to support. It will not be used to advertise client groups, specialist needs or regulated services that fall outside the organisation's current registration, competencies or service arrangements.

9. Home Care and Supported Living

Where reflected in PHSSL Care Limited's current registration and operating arrangements, the Statement of Purpose will describe the provision of personalised care and support to people in their own homes and supported-living arrangements. Care and support descriptions must accurately reflect the legal and operational relationship between care provision and accommodation.

10. Aims, Objectives and Values

The Statement of Purpose will set out aims and objectives that reflect person-centred care, dignity, privacy, choice, independence, safety, equality, safeguarding, effective communication and continuous improvement. These commitments must be reflected in day-to-day service delivery.

11. Location and Contact Details

The Statement of Purpose will contain the required location and contact information. Changes to the service location, registered office, contact arrangements or other relevant registration details will be reviewed promptly to determine whether regulatory action or notification is required.

12. Registered Manager and Leadership Information

Where required, the Statement of Purpose will identify the Registered Manager or relevant management arrangements. Changes in registered leadership will be reflected in accordance with CQC requirements and organisational document-control processes.

13. Changes to the Statement of Purpose

The Statement of Purpose will be reviewed whenever there is a significant change to registration, regulated activities, service location, management, service model, client groups, aims and objectives or other information contained in the document. Required notifications or submissions to CQC will be made in accordance with applicable requirements.

14. Approval and Version Control

Each approved Statement of Purpose will have a clear version number and approval or effective date. Superseded versions will be archived in accordance with PHSSL Care Limited's records-management arrangements so that the organisation can demonstrate its document history.

15. Availability and Accessibility

The current Statement of Purpose will be available to the people and organisations entitled to receive or inspect it. Information may also be provided in accessible formats or explained in a way that supports understanding where this is appropriate.

16. Website and Public Information

Public information about PHSSL Care Limited must be consistent with the current Statement of Purpose and CQC registration. Website content, brochures and promotional materials will be reviewed when significant registration or service changes occur.

17. Staff Awareness

Relevant staff will be made aware of the service's aims, regulated scope and key Statement of Purpose commitments during induction, supervision, training or service updates. Staff must not represent PHSSL Care Limited as providing services outside its authorised scope.

18. Monitoring Compliance

The Registered Manager and Director will periodically compare the Statement of Purpose with current registration information and actual service delivery. Any discrepancy will be investigated and corrected promptly, with regulatory advice or notification sought where required.

19. Responsibilities of the Director

The Director will provide organisational oversight and ensure that material changes affecting the Statement of Purpose are identified, authorised and addressed. The Director will support appropriate regulatory submissions and ensure the organisation does not operate beyond its lawful scope.

20. Responsibilities of the Registered Manager

The Registered Manager will help ensure that the Statement of Purpose reflects operational practice, that staff understand relevant requirements and that changes in service delivery are escalated. The Registered Manager will cooperate with CQC and maintain appropriate evidence of compliance.

21. Responsibilities of Staff

Staff must work within PHSSL Care Limited's approved service scope, follow current policies and care plans, and raise concerns if they believe services are being described or delivered outside the organisation's registration, competence or Statement of Purpose.

22. Related PHSSL Policies

- A01 Governance and Quality Assurance Policy
- A03 Business Continuity and Emergency Planning Policy
- A04 Records Management, Confidentiality and Data Protection Policy
- A06 Duty of Candour Policy
- B04 Equality, Diversity, Inclusion and Human Rights Policy
- C01 Recruitment, Selection and Safer Employment Policy
- C02 Induction, Training, Supervision and Competency Policy
- D01 Person-Centred Assessment, Care Planning and Review Policy
- D06 Dignity, Privacy, Choice and Independence Policy

23. Review and Document Control

This policy will be reviewed at least annually and sooner if registration requirements, CQC guidance, service arrangements or the organisation's Statement of Purpose change. The current approved electronic version is the controlled master. Printed or locally saved copies are uncontrolled unless specifically issued and recorded as controlled copies.

Approved by	Lade Awosika
Position	Director
Approval method	Approved electronically
Approval date	September 2026
Next review date	September 2027