

# Local News

## Thank You

To all the staff for your help in covering your colleagues over the holidays!! Didn't they fly by!!! I would also like to say a big thank you to all of you that took out the new recruits to Angels over the past few months, you have shown them the high quality of service delivery expected at Angels. Thank you.

## Uniforms

The Home Choice Care uniforms are now ready for collection. Navy T-shirts with the Home Choice Care logo. Please call into the branch whenever you're passing.

**Meetings** - I would like to take this opportunity to inform you that during this time we are taking the chance to complete supervisions and appraisals, nothing to worry about!! We are also holding some group supervisions and some training on CM2000 signing in and out !! Please ensure that you attend any meetings entered on to your schedule, if you are unable to attend let the office know and we will rebook you into another session.

We have to say goodbye to Sheila Nelms. Sheila has worked here for a several years and will be missed!! Good luck and all the best Sheila!!

## FAREWELL

## BIRTHDAYS FOR OXFORD

Happy Birthday to the following Care Workers who have a birthday coming up!

- Nomsa Ntuli - 25th September
- Pauline Lewis - 17th September
- Alison Whiter - 15th October
- Normalise Chasokela - 25th October
- Tracy Smith - 25th October
- Vanessa Pike - 5th August

*Best Wishes from the Whole of Home Choice Care.*

## Home Choice Care Branches



<b>Essex</b>	01277 354111 John Giffney, Care Director email: jgiffney@homechoicecare.co.uk
<b>Cambridge</b>	01223 264944 Jonathan Ludd, Care Director email: jludd@homechoicecare.co.uk
<b>Oxford</b>	01865 770412 Shelley Nelms, Care Director email: snelms@homechoicecare.co.uk
<b>Gravesend</b>	01474 365594 Lyn Wilson, Care Director email: lwilson@homechoicecare.co.uk
<b>Huntingdon</b>	01480 356219 Emma Pearson, Care Director email: epearson@homechoicecare.co.uk



# Open Door



**Welcome** to the sixth issue of Open Door, the newsletter especially for Home Choice Care Workers.

Home Choice Care now provide over **20,000** visits per week to clients and patients. We deliver over **30,000** hours of care per month. **Thank You** for helping us achieve this. By working together and covering all those extra shifts and sickness/absences you have helped maintain our hours. Well Done!

Welcome back from the holidays for the many of you who have been off over the summer. Thank you to everyone who has covered the calls to enable holidays to be taken - we are a 24 hour, 7 day a week care company responsible for the lives of a lot of vulnerable people, so we must make sure that our Service Users are well looked after throughout the holidays as well as on normal weeks.

Jane Scott, National Care Director, and I, are planning to hold a meeting with every Care Worker over the next 3 months. We want to give everyone a chance to make suggestions, comments or discuss improvements to your branch's working and activities. To hold this meeting we plan to agree a date then hold 3 separate meetings, **1 at 10 am**, the next at **2 pm** and finally at **6 pm** to try and give everyone a chance to attend without disrupting your calls for the day. Watch out for your branches date. We will give at least 2 weeks notice and send out the date with your schedules, as well as a message on your pay slips.

Justin Jewitt, Chairman

## CARE WORKERS - £200 Reward



Don't forget if you have a friend with NVQ 2 qualifications, recommend them to us and they are successful, you could receive £200 once they complete their probationary period.

Home Choice Care helps people live independently in their own homes by providing care workers to help with their daily needs

# Share Options

## FREE GAIN SHARE OPTIONS IN HOME CHOICE CARE LTD

Home Choice Care believe it is useful to layout how these options work and what is required at each stage.

### STAGE 1 - GRANT OF SHARE OPTIONS TO EMPLOYEES

Each employee granted options will receive a pack of documents detailing, in particular, the number of options granted and the exercise price. The exercise price for the recent grant is £3 per option. It is important that the documents are completed by the employees as indicated.

**It should be noted that by completing the documents and accepting the grant of options you are NOT committing to any financial liability and going forward you can still decide, should you wish, to do nothing with these options.**

### STAGE 2 - EXERCISE OF OPTIONS

The options become exercisable should one of the following occur:-

1. A listing of the Company's shares on a recognised stock market
2. Home Choice Care acquired by another company/individual

It is at this point that potentially the options will result in financial gain for you!!

Under both events detailed a value will be attributable to Home Choice Care shares and share options. Let's say, for example the value is £20 per share. **You will have the opportunity to immediately take any financial gain.**

Should you decide you wish to profit immediately the Company will arrange for your shares to be sold and you will be entitled to receive the increase in value over the exercise price which based on a value of £20 and exercise price of £3 means you would receive £17 per share. **You would NOT have to pay for the shares as it will automatically be deducted from the proceeds.**

Alternatively, **under scenario 1** - Home Choice Care listing its shares, you can decide you wish to be a shareholder in the Company. Under this option you acquire but do not sell your shares. This would entitle you to vote at Annual General Meetings (AGMs), benefit from any dividend payments and benefit from any further increase in the value of the shares. To do this you would need to buy the options at the exercise price indicated. Going forward you are then free to hold or sell your shares as you see fit.

I hope the above helps detail how the share option scheme works but should you have any further questions please pass to your Care Director who will forward to me.

I am a firm believer in the benefit of share options and I hope as many of you as possible take up the opportunity to be part of the Company scheme.

James Hussey, Finance Director

# CM2000 Update

## Why do Oxfordshire Social Services use CM2000 for their clients??

Most Social Services departments around the country are moving to electronic monitoring so they can charge out by the minute – something over which we, as the service provider, have no control.

Oxfordshire Social Services implemented CM2000 so that they could charge their clients for the exact amount of time that their care worker is in the home. CM2000 was put in place to save the client money, so that they only have to pay for the time that they are actually receiving care services. Signing in and out correctly is very important as a majority of our clients under Social services pay for their own care.

## FRAUD!

Should you **NOT** put the exact time that **YOU** are in the clients home you are fraudulently claiming for any extra time that **YOU** were not with the client. This means you may be taking money directly from your clients pocket!!!!

As you can understand it is very important for YOU to sign in and out at the client's home so that they only get charged for the time that you have given them a service. I'm sure if your mother, father, grandmother etc. were being charged for a service they had not received, you too would not be happy for them to pay it!

## LATE PAYMENTS

When a visit is logged in remotely the Oxfordshire Social Services then call this an 'exception' payment, this visit is then sent to the finance department to be investigated!! The finance department then hold payment until the matter has been investigated and they are satisfied with the result. This causes major problems for our Finance Team and could result in long delays with your payment.

From now on, for all remote calls made for clients that have phones, you will be contacted by the office and given a 'log number' and asked to explain the reason for the remote call. This may affect you being paid for these visits in the same month as the visit is completed correctly. Clearly, as a company, we cannot continue to pay our staff for work which is either in dispute, or that we have not yet been paid for ourselves.

**Remember** – This is YOUR company also, you have a vested interest in it performing well, therefore making YOUR shares worth more!

**On a good note!!!** There are certain care workers that are excellent at signing in and out from the client's home and for this we would like to say a really big **WELL DONE.**