

AWR Form

Under the Agency Workers Regulations, an agency needs to obtain certain information from the client to ensure compliance with the Regulations. The agency worker should receive **equal treatment** (after 12 weeks) in comparison with employees of our clients. Please provide all the necessary information below, as required by the Regulations.

Facilities	Does your site have	Details	Facilities	Does your site have	Details
Canteen/restaurant	Y/N		Childcare/crèche	Y/N	
Transport to site	Y/N		Showers	Y/N	
Lockers	Y/N		Common room	Y/N	
Any other facilities i.e. prayer room	Y/N		Where are internal jobs advertised?		

In this section you need to complete what you are paying the agency worker and what you are paying a permanent employee who does 'broadly similar work'. * If unable to identify a permanent employee who does broadly similar work, please insert N/A in the relevant box

Job Title of Permanent Worker	Not applicable (not employed)	Permanent Hourly Rate (£) / Annual Salary (£)	Day Rate (£)	Night Rate (£)	Rest Break	Day Shift Allowance Rate (£)	Night Shift Allowance Rate (£)	Weekend Shift Allowance Rate (£)	Automatic Pay increases linked to training/annual retention (£)	Bonus Payments (£)	Any other monetary benefits or vouchers	Holiday Entitlement and rising scale
HCA												
Senior HCA												
Support Worker												
Nurse												
Nurse in Charge												
Shift pattern;	Day shift start;			Night shift start;			Weekend start time (day/time) i.e. Saturday 00:00;					
	Day Shift end time;			Night shift end;			Weekend end time (day / time) i.e. Sunday 23:59;					
How is performance appraised?												

Signed and on behalf of Client:		Print name		Job Title		Date	
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Important: Please note that you (the hirer / client) have sole responsibility for ensuring that the agency worker has access to collective facilities and amenities and access to employment vacancies. Both Servoca Nursing and Care Ltd (the agency) and you (the hirer / client) are responsible for ensuring that the agency worker has the same basic working and employment conditions after 12 weeks. Should the information requested on this form not be provided or is inaccurate, we will have a defence against any claim made by the agency worker to an employment tribunal relating to failure to provide the same basic working and employment conditions and you (the hirer / client) would be solely liable for any compensation awarded under the Agency Workers Regulations 2010. Any queries, please email awrquestions@servoca.com. Thank you for your assistance.