



Disability North

The Dene Centre, Castle Farm Road, Gosforth, Newcastle upon Tyne, NE3 1PH.

Tel: 0191 284 0480 Fax: 0191 213 0910 Text: 18001 0191 284 0480

Email: reception@disabilitynorth.org.uk Web: www.disabilitynorth.org.uk

FAQs for Personal Assistants (PAs)

1. What is the PA register?

The PA register is an extension of Disability North's already successful PA matching service. It is part of our response to the current COVID19 crisis.

It has 3 main aims

- Redeployment of skilled PAs/support staff
- A way for Direct Payment employers to fill vacancies quickly
- A resource for Local Authorities and CCGs who are supporting Direct Payment employers to find staff for hospital discharge or to fill vacancies within their current support package

It will enable PAs who are currently not able to work, due to their employers shielding or choosing to self isolate, to work temporarily for other employers and those who may work in provisions across the county which are closed, to be redeployed into the PA sector.

It also allows PAs to register their details online if they are looking for extra hours or additional PA jobs to support people during this crisis period.

2. How do I register as a PA?

To register as a PA please complete the online form [here](#) (give link) If you have any questions about the form please contact Vici Richardson vicirichardson@disabilitynorth.org.uk or 0191 2840480 / 07933834666

When we receive your details we will then send you an email confirming you have been added to the register.

3. Once I have been added to the PA register what happens next

The details you put on the form will be collated and sent to employers looking for PAs. We use the information you give us and the information that the employers give us to ensure that you have the relevant skills and experience and can fulfil the hours requested.

The employers will contact you directly and they may want to arrange a video call in the first instance and conduct a virtual interview, discussing what is involved in their job description and if you can fulfil that.





Disability North

The Dene Centre, Castle Farm Road, Gosforth, Newcastle upon Tyne, NE3 1PH.

Tel: 0191 284 0480 Fax: 0191 213 0910 Text: 18001 0191 284 0480

Email: reception@disabilitynorth.org.uk Web: www.disabilitynorth.org.uk

4. Will Disability North be my employer?

No, Disability North do not employ PAs or act as an agency. This is a support tool to aid and facilitate recruitment. The employer will be the Direct Payment recipient or their nominated person.

5. Will you carry out the DBS checks?

The employer will discuss this with you. It would be useful if you have a copy of a current disclosure to show them.

6. How will I be paid?

It is expected that the employer will add you to their existing payroll and provide you with their usual contracts and terms and conditions. Please ensure you discuss this with the employer before you start work and provide them with your details.

7. What will happen if I need specific training?

The employer will advise on any mandatory training that may be needed.

8. Will you charge me a registration fee?

No. There is no charge for PAs to register.

9. I do not have any formal experience as a PA can I still register?

Yes. If you have the right values you do not necessarily need specific training or experience. Some employers do require specific skills and experiences, but not all. You may not have paid formal experience, but you may have informal experience with friends or family members. Below are some useful links to provide information on what the role of a PA may involve.

<https://www.skillsforcare.org.uk/Employing-your-own-care-and-support/Working-as-a-personal-assistant/Working-as-a-personal-assistant.aspx>

<https://www.aquestionofcare.org.uk/#>

