

COSO

SPOT ORDER FOR THE PURCHASE OF ADULT SOCIAL CARE COMMUNITY OPPORTUNITIES

Conditions of Contract for Residential Care, Residential Care with Nursing, Supported Living Services, Community Opportunities and Short Breaks Services Spot Orders

This Agreement is for the purchase of Services from the Service Provider, to support the Individual/Service User specified below, in accordance with the Overarching Contract for the Provision of Adult Care and Support Services, the Service Specification(s) and the Support plan between Surrey County Council (“the Council”) and the Service Provider.

Individual/ Service User’s Details

Surname	
Forenames	
LAS Number	
Start date of the Services	

Organisation and service delivery address	
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Name and address of Provider	
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Summary of Services to be provided

Session – Please indicate what is classed as a session

- Half day, AM or PM All day Other – such as evenings, weekends

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- Seasonal Trial period Taster session Ongoing

Price for session/ hour (excluding VAT) Specify if hourly rate, session rate or other	Number of hours/ sessions per week	Weekly cost

Agreed days sessions are to be attended:

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Only actual hours/ sessions of service provided will be invoiced and hours will be regularly reviewed as part of the service user's assessment process.

Name of Social Care worker	
Referring team	
Tel Number	
Email Address	

By signing this Spot Order, you agree to comply with the Terms and Conditions of the Overarching Contract for the Provision of Adult Care and Support Services, the Service Specification(s) and the Support plan which can be found at:

On behalf of Surrey County Council

On behalf of the Provider

Signed:

Signed:

Print Name:

Print Name:

Role:

Role:

Date:

Date:

A copy of the Spot Order signed by both the Council and the Service Provider of the purchased Services must be retained on file in Wisdom. Every new placement must have an associated support/care plan and a copy must be retained by the Council.