



Do you receive Direct Payments?
Are you looking for Support Staff?

The Flame Lily is here to help.

The Flame Lily is an established recruitment company with many years of experience of creating staffing solutions. The Flame Lily embraces the Personalisation Agenda and has a vision to support those in receipt of Direct Payments. We aim to assist them in stretching their budget as far as possible and reduce the stress of finding suitable staff.

The Flame Lily feels this is a crucial part of the Personalisation journey, so that individuals have a greater chance of achieving their desired goals and retaining their independence.

The Flame Lily values requests from individuals and listens and responds so as to achieve the right result and maximise the flexibility and support an individual requires within their support plan and package of care.

*In association
with.....*



Independent and impartial care advice.

ICS are there to answer your questions regarding your care requirements and to find the products and services that you require.

Contact us: 01743 724990

Email us: info@uk-ics.com

Visit us: www.uk-ics.com



The Flame Lily supports you to create clear steps to achievement from the moment an enquiry is received from you. This includes:

- In-depth information about the position (s) available or you require, the rates of pay and the hours of support you require.
- Looking at the services that best suit your specific needs.
- The job description /person specification for potential staff.
- Full involvement in the selection of staff process.
- You having the opportunity to screen all potential Personal Assistants interested in the position.
- Preparing the applicant for the proposed start date, including training.

You will be able to have continuity of staff so that you can focus on achieving your goals, whilst living your life. The Flame Lily will ensure your support needs are covered if your Personal Assistant is on holiday or to cover sickness etc.

When we have found the right Personal Assistant(s) for you, their application form will be shared with you and subject to the following checks and safeguards:

- A minimum of 2 written or verbal references
- Confirmation of eligibility to work in the UK
- An Enhanced CRB Clearance

In addition to this service we feel it is important to be able to sign post you to additional services that will support you in becoming an employer and those services include:

- Brokerage Services
- Support Services
- Support / Recruitment Helpline
- Booking System
- The Payroll / Accounts department
- Training Services
- Occupational Health Services

Offering the role to your chosen Personal Assistant:

When you have found the Personal Assistant that is right for you and the support that you require, we will then complete the following:

- Offer of employment and contract is sent to be signed and returned
- References are requested and checked
- An Enhanced CRB Clearance is processed and monitored
- A provisional start date is set, pending receipt of the acceptance of the job offer



Follow us:  

*For more information or to book an appointment, please call the **Recruitment Team** on **01902 583759**.*

Visit us: www.theflamelily.co.uk

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