care³ fair cost of care

Step-by-Step for Care Providers

How to Access the Fair Cost of Care Tool

Step 1

CONFIRM IF YOU WILL USE THE TOOL

The first step is to confirm that your organisation will use the tool to participate in the cost of care exercise. To help inform your decision, we have asked local authorities to let their local care providers know when they register for the tool themselves.

This decision MUST be made at an ORGANISATIONAL LEVEL and not at an individual care home level.

Step 2

CARE PROVIDER PRIMARY USER IDENTIFICATION

To access the fair cost of care tool, we need you to select one person in your organisation who will take on the role of Primary User. We need one Primary User to register your organisation in the system at the start to avoid duplicating your organisation.

The Primary User will be able to create an *account for their organisation in the fair cost of care tool. Once they have registered their care provider, they will be able to add colleagues from their organisation to join as users.

Step 3

COMMENCE COST OF CARE EXERCISE

Once the Primary User from your care provider has created your account, you will be able to share data for each of your care homes with the relevant local authorities.

*Please note for large care provider organisations, you will need to create an account for the group organisation and NOT at an individual care home level. For this reason, the Primary User may be someone from your head office.