

Group	Southern England
District(s)	Thames Valley, and Greater Wessex (CPA9)
Work Programme Provider	Maximus
All ESA Work Related Activities are available to clients at all delivery locations:	
Meetings by telephone	
<ul style="list-style-type: none"> • Maximus try to bring all customers in to their sites whenever possible. This would of course take account of any health issues which might prevent attendance. As appropriate support detailed below could be supported by telephone meetings 	
Completing task online	
<ul style="list-style-type: none"> • CV creation. • Financial planning. • Bank account creation. • Better off in work calculations. • Labour market analysis. <p>These tasks would be expected to be completed both at home and at provider premises where they would be supported provider or partner staff as necessary</p>	
Attendance at a Jobcentre or Work Programme provider premises	
<ul style="list-style-type: none"> • Attending 1 to 1 action planning appointments with their consultant. These appointments would consider coaching & training courses (internal) including: <ul style="list-style-type: none"> ○ creating quality applications, ○ interview techniques, ○ confidence & motivation, ○ hidden job market, ○ government gateway / universal job match, ○ cold calling, ○ cover & spec letter, ○ mock interviews. <p>All of these would support the participant in becoming ready for work</p> <ul style="list-style-type: none"> • At these meetings there would be discussions about a wide range of topics including using a wide variety of agencies to progress health and skills issues. These may include : <ul style="list-style-type: none"> ○ Sign posting to health support partners: Drugs / Alcohol support services, Homeless / Housing services, Mental Health services, Food Banks etc. ○ Referral to external training providers covering: Sector specific courses, IT, English & Maths, ESOL etc. ○ Training / Assessments for badges: CSCS (Construction Skills certification Scheme) / SIA (security) / First Aid / Health & Safety etc • Self-employment information sessions, to consider what may be the benefits to someone with health issues. • Career planning once health issues have been resolved. • Discussion with participants, whether voluntary work, Permitted Work or work placements would be beneficial to their health and eventual return to employment. Any participation would be voluntary. 	
Group Sessions	

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Work Programme Provider	A4E
Meetings by telephone	
<ul style="list-style-type: none"> Customers are encouraged to attend face to face meetings on a 28 day cycle. Where this is not possible due to customers health restrictions/circumstances, this can be conducted by telephone although this would not be encouraged on a regular basis and Provider would expect to see the customer in the office the following month if possible. 	
Completing tasks online	
<ul style="list-style-type: none"> Self Directed Jobsearch Sessions – these will be supported by an adviser when at a centre Activities – Both Trainer and Non Trainer Led Structured Facilitated Jobsearch Sessions 	
Attendance at a Jobcentre or Work Programme provider premises	
<ul style="list-style-type: none"> Regular Employment Plan Review Appointments to review and plan work related activity Enterprise 1:1 Sessions with a specialist Business Advisor for those customers considering Self-Employment Employment Plan Actions – such as the Self Directed, Suggested and Directed Work Related Activities (these will vary depending on the customers support needs) Sign posting to health support partners: Drugs / Alcohol support services, Homeless / Housing services, Mental Health services, Food Banks etc. Referral to external training providers covering: Sector specific courses, IT, English & Maths, ESOL etc. Discussion with participants, whether voluntary work, Permitted Work or work placements would be beneficial to their health and eventual return to employment Work Placements and Work Experience. These are only used when a customer is close to moving to work and only on a voluntary basis 	
Group Sessions	
<ul style="list-style-type: none"> Working Well group sessions bring like-minded individuals together and encourage customers to look at how they currently manage their health conditions and how this can be transferred when looking at work. It looks at disclosure of health conditions to an employer and also looks at what's available regarding support and access to work. 	