



## Adult Social Care Workforce Data Set requirements for the Workforce Development Fund 2024-25

To make a claim from the Workforce Development Fund in 2024-25 you must complete or refresh your Adult Social Care Workforce Data Set (ASC-WDS) account(s). **All existing accounts must be updated on or after 1 April 2024.**

You must complete or refresh **both your ASC-WDS Workplace record(s) and 90% of your staff records** as set out below.

A workplace's ASC-WDS account is expected to be an accurate reflection of its workforce. Large organisations may be subject to data quality checks and will be advised of any issues which will prevent claiming the fund.

This guidance doesn



Other job roles	If applicable
Start date	The date they started in their main job
Source of recruitment	For main job role only
Employment status	This is whether your workers are permanent, temporary etc
Zero hours contract	Whether the worker is on a zero-hours contract
Contracted hours / Average hours worked Sickness	The hours that your worker is contracted to work/ if zero-hours contract their average hours worked