



## Changes to the annual returns 2025

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Each year, we ask services to complete an annual return. This gives us important information that helps inform our scrutiny and improvement work. To reduce duplication of data collection overall, we share some of the information with other organisations, such as the Scottish Social Services Council and the Scottish Government. We also use the data collected to produce several statistical publications that you can view on our [website](#).

We ask for a great deal of information about each service and the people who use them so, while we aim to keep changes to a minimum, it's important that we review the questions to help keep them current and collect the correct information.

This paper provides a summary of all the changes you can expect to see in this year's annual return form. Please answer the new questions to the best of your knowledge, we accept that you may not yet have a record of some of the information we are asking for.

## **New questions about the Real Living Wage**

The Scottish Government have asked us to capture information about the Real Living Wage. This is to help them understand the implementation of this policy without introducing a new data collection. You can find out more about the Real Living Wage on the Scottish Government website:

- [Adult social care workers minimum pay - gov.scot](#);
- [Children's social care workers: minimum pay - gov.scot](#)
- [Early learning and childcare workers: minimum pay - gov.scot](#)

Responses to this question will remain anonymous. No identifiable information will be shared, and individual services will not be named. Your inspector will not be able to view this information.

You will be asked either two or three questions on this, depending on the type of service you provide.

The questions vary slightly between service types. You will be asked for simple yes/no-type responses to up to two questions about whether you pay the Real Living Wage, and in some cases will be asked to provide further explanation.

Not all types of service will be asked these questions – we have highlighted where the new questions have been added under each service type below.

### **1. Care home services for adults**

New questions on Real Living Wage added.

In the medication section where we ask you to provide pharmacy details, we have updated the text to plural. This is to provide clarity that where a service uses more than one pharmacy, they should provide details for them all.

### **2. Care home services for children and young people**

New questions on Real Living Wage added.

In the Important Events section, where we ask the number of times police were called, we have added “for restraint”. This is to add clarity on which incidents to report on here.

### **3. School care accommodation service – residential special school**

New questions on Real Living Wage added.

In the Medication section, where we ask you for medicine supply details, we have updated the helptext to include “not individually dispensed and”, this is to add clarity to what to record.

### **4. Secure accommodation**

New questions on Real Living Wage added.

In the Service Capacity section, where we ask the number of times the number of registered places was exceeded, we have updated the text to provide clarity on what to report here.

In the Important Events section, where we ask the number of times police were called, we have added “for restraint”. This is to add clarity on which incidents to report on here.

### **5. Adoption services**

In the Service Usage (Local Authority) section, where we ask you the service description, we have updated the webtext to say, “Please provide a brief description of the process you follow to approve, match and place a child for adoption.” This is to provide clarity on the information we are collecting.

We have added a question to ask for further information on any question you have been unable to answer due to different internal procedures. This is to help us better understand your responses.

### **6. Adult placement services**

New questions on Real Living Wage added.

### **7. Housing support services**

New questions on Real Living Wage added.

### **8. Support services (all types)**

New questions on Real Living Wage added.

### **9. Housing support service/care at home (combined)**

New questions on Real Living Wage added.

In the service description section, where we ask you about social landlords, we have updated the helptext to provide clarity on what a Social Landlord is.

## **10. Daycare of children**

New questions on Real Living Wage added.

## **11. Childminding**

New questions on Real Living Wage added.

In the nutrition section, we have updated the guidance to the most recent versions.

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