

# NAVIGATING INTERNATIONAL RECRUITMENT: AVOIDING PITFALLS AND BEST PRACTICE

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## YOUR TEAM TODAY



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# OUR TOPICS

Preparing to recruit internationally

The costs of recruitment

Home Secretary's announcement

Recruiting internationally





# PREPARING TO RECRUIT INTERNATIONALLY

# WHAT ARE THE STEPS TO PREPARE TO RECRUIT?

1. Consider: is this right for your organisation?

2. Prepare an application for a sponsor licence

3. Review your contracts



# STEP ONE: IS SPONSORSHIP RIGHT FOR YOUR ORGANISATION?

## Initial and ongoing costs

### Application fees:

- £536 for small/charitable organisations
- £1,476 for medium/large organisations

### Costs of recruitment:

- Assigning a CoS – £239
- Skilled Worker Visa - £284 - £551
- Immigration Skills Charge - £364 - £5,000
- English Language Test



# STEP ONE: IS SPONSORSHIP RIGHT FOR YOUR ORGANISATION?

## Minimum Salary Requirements

- £20,960 PA / £10.75 per hour for roles on the Shortage Occupation List
- If removed from shortage occupation list, higher salary requirement – increasing in April 2024 to £38,700 PA
- NMW increase 1 April 2024
- Basic pay – benefits in kind are not included
- Calculated on the basis of max. 48 hours per week
- Cannot be pro-rated for part-time workers





# STEP ONE: IS SPONSORSHIP RIGHT FOR YOUR ORGANISATION?

## Sponsor Duties

Duties include:

- Reporting duties to UKVI, subject to strict time limits
- Record-keeping duties
- Compliance with immigration laws
- Compliance with wider UK laws
- Behaviour must be consistent with the Home Office's fundamental values and must not be detrimental to wider public good

Non-compliance:

- Downgrading licence
- Suspension/revocation of licence
- Prestwick Care Ltd and other companies v Secretary of State





## STEP TWO: APPLYING FOR A SPONSOR LICENCE

- Online application form
- Application fee: £536/£1,476
- Processing time: Usually 8 weeks – can be longer!

### Points to consider:

- How many CoS does your organisation need?
- Why does it need that many CoS?
- Who will take on the three key roles:
  - Authorising Officer;
  - Key Contact;
  - Level 1 User
- Supporting documents
  - Appendix A





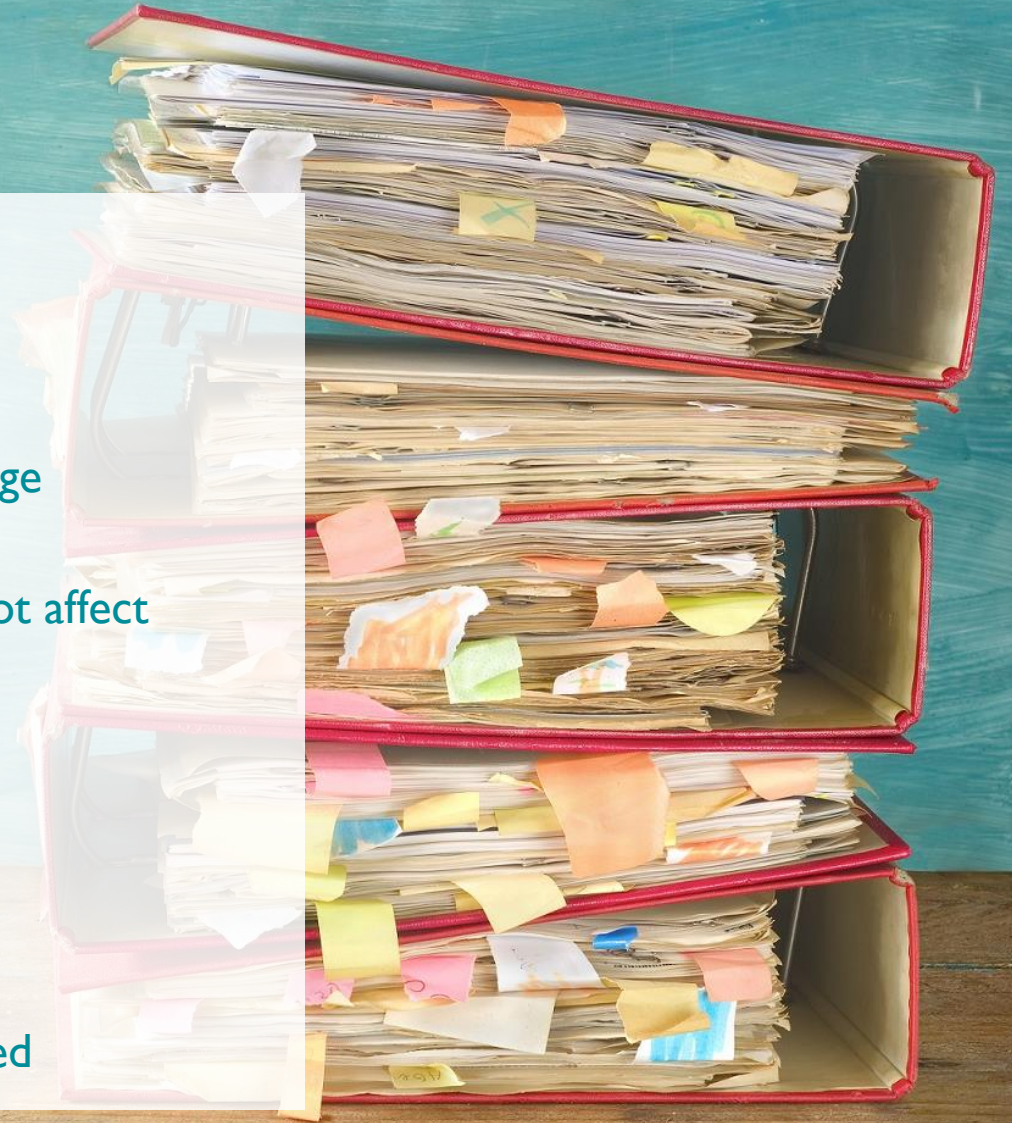
## STEP TWO: APPLYING FOR A SPONSOR LICENCE

### Separate licence for each branch

- Additional application costs, more burden
- Less flexibility
- Can be administratively easier for each branch to manage locally
- One branch's licence being revoked/downgraded will not affect others

### One licence for multiple branches

- Fewer application costs
- More flexibility
- Can be administratively easier to manage centrally
- Widespread impact if the licence is revoked/downgraded





## STEP TWO: APPLYING FOR A SPONSOR LICENCE

- Supporting evidence
  - Paying the incorrect fee
  - Having insufficient systems in place to support a sponsor licence
  - Nominating individuals who do not meet the Home Office requirements
  - False/incorrect information has been provided
- 
- How we can help





## STEP THREE: CHECK YOUR CONTRACTS OF EMPLOYMENT

### The risks:

- Not taking into account Code of Practice for the international recruitment of health and social care personnel
- Workers could breach their visas by illegally working for other employers
- Workers might not receive the correct amount of pay
- Holiday pay practices may not be legally compliant
- Contracts may not contain minimum requirements

Letter

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## STEP THREE: CHECK YOUR CONTRACTS OF EMPLOYMENT

Right to work checks and other conditions of employment

Hours of work and working patterns

Pay

Holiday

Working for other employers

# WHAT WILL CHANGE?

Home Secretary's announcement on 4 December 2023

Increase to minimum salary:

- Does not apply to Health and Care Worker visa
- Minimum salary to increase to £38,700 April 2024

No dependants for social care workers

Shortage occupation list?

CQC requirement







# NAVIGATING International Recruitment

## BA Healthcare

23 years serving health and social care providers across the country.

Expert knowledge of immigration and recruitment.

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NHS approved ethical recruiter.

Only international personnel provider approved by the National Care Forum and Institute of Health and Social Care Management.

Partners of numerous local authorities and care associations, advisor to DHSC on international personnel matters.

Members of Care England, Care Forum Wales and Scottish Care.







# What it costs – why it's worth it

UKVI licence - £536 (every 3 years)

Immigration fees (employer) – around £1 300 per worker

Agency fee (if you use one) – around £2000-£4000 per worker

Assistance with accommodation – around £3-500 per worker

Assistance with flights – around £500 per worker (paid back via salary deduction).

Worker pays around £1 200 in own immigration fees.

Also consider transport (budget around £5-700).

Offset against cost of continuously recruiting – Skills for Care estimate this costs £2,500 per person.

Remember – retention rate should be 95% or better for 3 years.



BA HEALTHCARE

# Research.

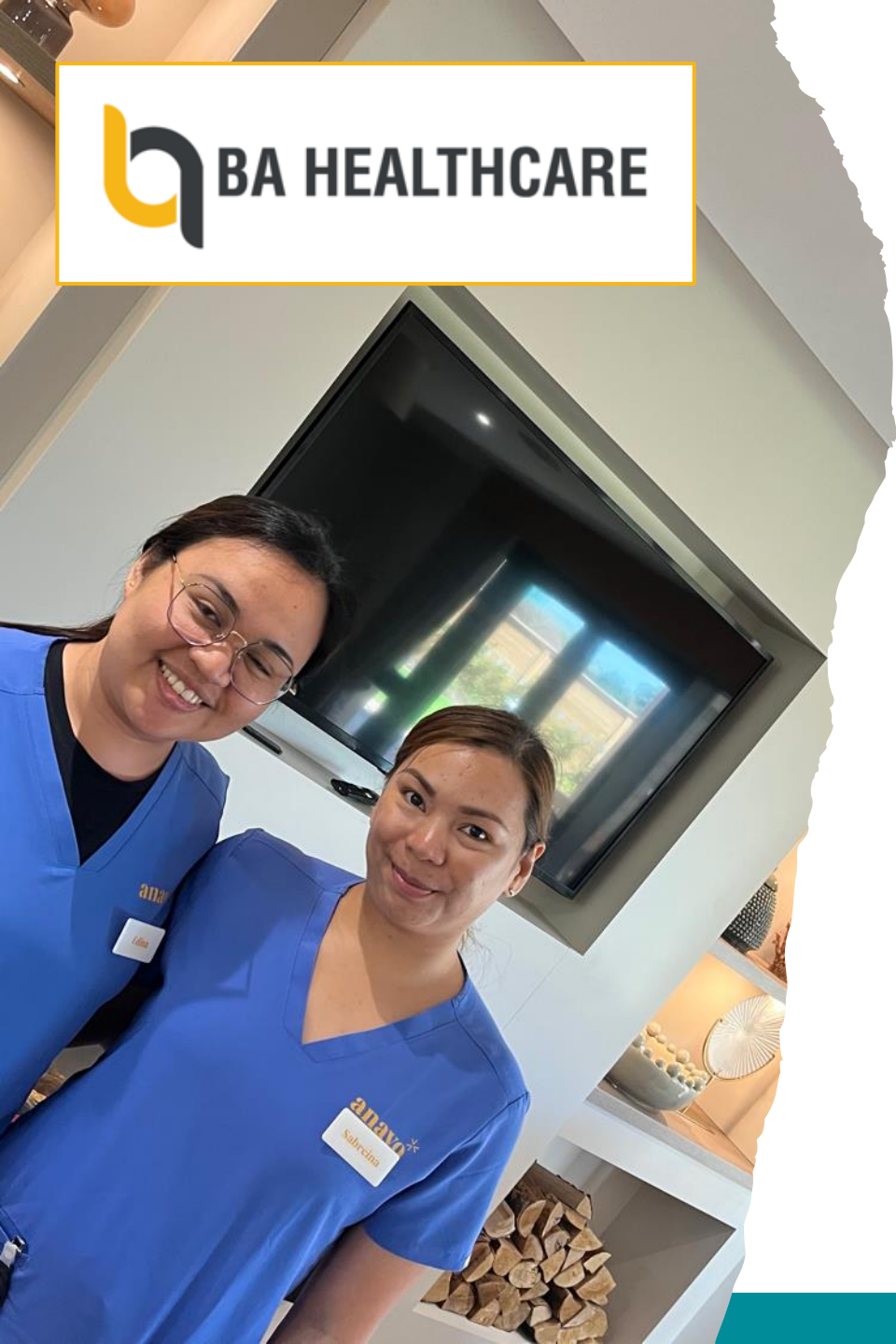
UK Immigration?

Overseas immigration?

Overseas qualifications & training?

Service delivery?

UK professional requirements?



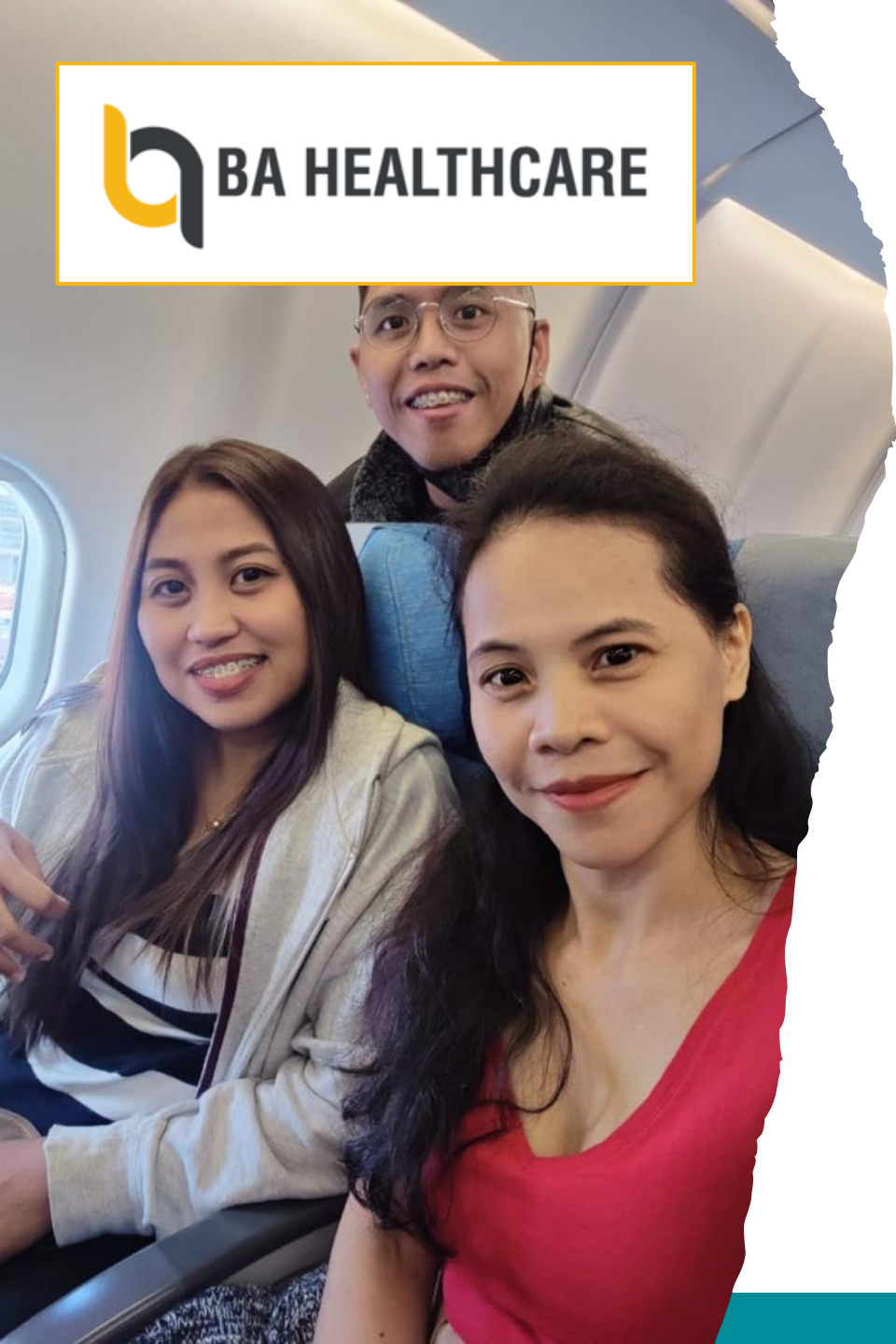
# Plan.

Is it right for you? Who are you looking for?  
Where are they? How many people? What roles?  
When? Accommodation? On-boarding?  
Acclimatisation?

IR is not a short-term fix, or short-term investment.







# Plan more.

How will you run an overseas recruitment process?

How will get skills and retention?

Who will oversee the process internally?

How will you ensure compliance?

How will you create an ethical recruitment process?

## Selecting & Screening recruitment partners

What are the licencing requirements where you are recruiting?

Undertake detailed due diligence:

Ask questions – particularly about the business model? Do the numbers add up.

How does the agent gather candidates – dig deep.

References/recommendations - who else do they work for?

Even better if you can speak to people they have placed.

Premises – where is the agent physically based. Do the premises match the promises?

Do they know and understand UK ASC?

Are they actively interested in your organisation and in the people they place?

What pre-departure and immigration work are they doing?

# Where to get help

Care Associations.

NHS approved recruiters.

Local authorities and ADASS.

Skills4Care.

DHSC/UK government webpages

Law firms and consultancies.

Other social care providers and sector bodies.

RESEARCH | PLAN | INVEST



TALK TO US



Ethical,  
affordable, intelligent,  
international  
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