# Employer: Misuse of title concern form

*‘*Social worker’ is a protected title in the UK. This means that it is illegal for a person to use the title unless they have completed the required training and are registered with us. It is also illegal for a person in the UK to falsely use any name, title or description implying that they are registered with us.

As the regulator for social workers in England, we have a duty to ensure public protection. Dealing with title misuse is an important part of this.

If you are concerned that someone may be practising as a social worker without registration, please email this completed form to us to enquiries@socialworkengland.org.uk.

Please note: we cannot raise and investigate a misuse of title case unless you complete the mandatory fields below. We may also request additional information throughout the investigation.

You should complete (all of) the questions below.

You should complete Section one with your details.

You should complete Section two with the details of your employee.

# Section 1

**Your information:**

**Name**

Click or tap here to enter text.

**Email address**

Click or tap here to enter text.

**Other contact details for you** *(this can include work telephone number and address)*

Click or tap here to enter text.

**Organisation employed by**

Click or tap here to enter text.

**Your relationship to the person of concern** *(i.e. manager)*

Click or tap here to enter text.

# Section 2.

**Employee details:**

**Name**

Click or tap here to enter text.

**Social Work registration number (if applicable)**

Click or tap here to enter text.

**Contact details** *(emails address or home address)*

Click or tap here to enter text.

**Details of what happened**

Click or tap here to enter text.

**Confirm if you have any supporting evidence/evidence. You can provide this to the email**

Click or tap here to enter text.

**Current job role:**

**Job title**

Click or tap here to enter text.

**Roles and responsibilities**

Click or tap here to enter text.

**Date commenced**

Click or tap here to enter text.

**Other job role:**

*Please provide details of any other job titles held, including the roles and responsibilities and dates these roles commenced.*

**Job title**

Click or tap here to enter text.

**Roles and responsibilities**

Click or tap here to enter text.

**Date commenced**

Click or tap here to enter text.

**Date ended ( if applicable)**

Click or tap here to enter text.

**Date last practiced:** *Please provide the date they last practiced as social worker/in a role that requires registration with your organisation*

Click or tap here to enter text.

**What your organisation knew about their registration status**

Click or tap here to enter text.

**What steps were taken by your organisation to investigate their registration status**

Click or tap here to enter text.

**Whether you have any concerns about their practice**

Click or tap here to enter text.

## Sharing your information

## Please be aware that we may be required to share with third parties any information you provide to us.

## You can tell us if you do not want us to share information, or if you have any objection to us sharing information with certain people. However, there may be occasions where our legal duties take priority over your views or wishes.

## This will be because:

## it is in the public interest to share the information; and/or

## we are legally required to share the information

## Declaration

I have read the above, and understand how my personal information will be used by Social Work England.

|  |  |
| --- | --- |
| Your name (mandatory) |  |

## Witnesses (if applicable)

### Witness 1

|  |  |
| --- | --- |
| Their name |  |
| Who are they? |  |
| Their involvement |  |
| Email address |  |
| Address |  |

### Witness 2

|  |  |
| --- | --- |
| Their name |  |
| Who are they? |  |
| Their involvement |  |
| Email address |  |
| Address |  |

### Witness 3

|  |  |
| --- | --- |
| Their name |  |
| Who are they? |  |
| Their involvement |  |
| Email address |  |
| Address |  |

## Other information

You can read [further information on the misuse of title process](https://www.socialworkengland.org.uk/registration/misuse-of-title/) on our website.

If you [check the public register](https://www.socialworkengland.org.uk/umbraco/surface/searchregister/results) and find that a person is registered, but you still have concerns about them, you can [raise a concern with us](https://www.socialworkengland.org.uk/concerns/raise-a-concern/).

We can’t investigate people who work in other healthcare professions. However, [other organisations may be able to help you.](https://www.socialworkengland.org.uk/concerns/other-organisations-that-may-be-able-to-help/)

## Contact us

[You can find our contact details on our website.](https://www.socialworkengland.org.uk/about/contact-details/)

The registration and advice team are not able to transfer calls to specific officers or provide an update on your case. However, they can offer general advice.