

Participant Information Sheet

Consultation on the Review of Registration Fees

September 2026

Thank you for your interest in this survey for the Consultation on the Review of Registration Fees. This information sheet provides further details about your participation in this initiative and what is involved. We also recommend you read the following documents which are available from both the [online survey page](#) and the [consultations page of our website](#).

- Full consultation document and questionnaire
- Quick Guide to the consultation
- Frequently asked questions

If you have any further questions about the management of the survey, please email businesssupport@niscc.hscni.net (NISCC Evaluation Manager)

1. Why have I been chosen as a potential participant?

You have been chosen as a potential participant as someone who may be impacted by changes to the registration fees, or as a member of the public with an interest in this area.

2. Do I have to take part?

You are under no obligation to take part. Responses entered into the questionnaire will not be saved until the submit button is pressed.

3. Are there any benefits involved in taking part?

Your participation will provide valuable insight in this review of registration fees.

4. Are there any risks involved in taking part?

There are no risks associated with taking part in this survey.

5. How long will this online survey be available for?

The online survey will be live from 14 September – 09 November 2026.

6. What will I be asked to do, and what data will you collect?

You will be asked to complete this online survey, which will take no longer than 20 minutes to complete. The survey contains a series of open and closed response questions set out in three sections:

- **Section 1:** Your views on the proposed changes to fees and the fee structure
- **Section 2:** Your views on the impact of this review in relation to Equality and Human Rights interests
- **Section 3:** Your role/interest in social care (these questions are voluntary and responses will be used only to provide context to your responses)

7. What if I change my mind?

Once your questionnaire responses have been submitted, it will not be possible for your data to be removed as it will be anonymised for analysis.

8. What will happen to data provided in my responses?

We will combine your responses with responses from other interest groups, allowing us to identify and report upon significant trends in responses. Individual responses and summary reports will be reviewed by the Social Care Council management team and Board. All data will be processed in line with GDPR requirements. All consultation responses will be retained for three years from the date of consultation closing and will then be destroyed. Information will only be used for the purposes of this review and any reports published from it.

The Freedom of Information Act (2000) gives the public a right of access to information held by a public authority, including the Social Care Council. This right of access can include information provided in response to a consultation. We cannot automatically treat information supplied in response to a consultation as confidential. However, it has a responsibility to decide whether information provided by you, including information about your identity, should be made public, withheld, or treated as confidential.

If you want information that you provide to remain confidential, please explain clearly why this is the case. A request for confidentiality will be considered but cannot be guaranteed. We will consider each request in line with our statutory obligations, including the public interest test where applicable.

We will only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of our functions, and it would not otherwise be provided.

- The Social Care Council will not agree to hold information received from third parties in confidence where the information is not confidential in nature.
- Any acceptance of confidentiality provisions must be for good reasons and capable of being justified to the Information Commissioner.

9. Your consent

By taking part in this survey, you consent to your survey responses being analysed, processed, and reported on by the Northern Ireland Social Care Council.