

Evaluation matrix



To be completed by the care team in the event of more than one placement offer using the evaluation criteria below.

Experience, Knowledge, Expertise and Ability

Weighting: 100%

Having specific regard to the referral form and supporting documents you are required to demonstrate your organisation's experience, knowledge, expertise and ability in delivering a service that can meet the assessed need of the child/young person.

Practitioners will evaluate all response to referrals using their professional judgement. Your response should be sufficiently detailed to allow evaluators to utilise their professional judgement when evaluating your response.

Professional judgement will take into consideration:

- 1) The assessed needs of the Child / Young Person,
- 2) Feedback on placement options by a range of individuals including the Child / Young Person and their family / Carers (where appropriate), the Child / Young Person's Social Worker, Social Care Team Manager, Independent Reviewing Officer, Health and Education,
- 3) The extent to which a Placement meets the specific needs of the Child / Young Person, including the geographical location of the placement.
- 4) A review of any stipulations from a Provider which may impact on care planning,
- 5) Evidence of Foster Carer experience and skills to meet the assessed needs of the Child / Young Person as demonstrated in their Carer Profile and / or Annual Carer Review, and
- 6) Price of the placement.

As well as professionals involved with the care of the Child / Young Person, the award decision will also take into consideration, as appropriate, the views of the Child / Young Person's and the family / Carers.

Marks	Evaluation Criteria
0	No response is provided or a response is provided that is of little relevance to the assessed needs of the child/young person.
1	The response provides a limited level of information which is relevant to the assessed needs of the child/young person, and/or gives cause for a low level of confidence in the bidder's experience, knowledge, expertise and ability in meeting the requirements
4	The response provides an adequate level of information which is relevant to the assessed needs of the child/young person, and/or gives cause for a moderate level of confidence in the bidder's experience, knowledge, expertise and ability in meeting the requirements.
6	The response provides a good level of information which is relevant to the assessed needs of the child/young people, and/or gives cause for a high level of confidence in the bidder's experience, knowledge, expertise and ability in meeting the requirements.
10	The response provides a comprehensive level of information which is relevant to the assessed needs of the child/young people, and/or gives cause for a very high level of confidence in the bidder's experience, knowledge, expertise and ability in meeting the requirements.

Bidders will be ranked in respect of their evaluation score from highest to lowest.

[BIDDER ORGANISATION]	
Notes:	Score:
(OPTIONAL) Additional comments or clarification requests:	

[BIDDER ORGANISATION]	
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(OPTIONAL) Additional comments or clarification requests:	

EVALUATION PANEL MEMBER	DESIGNATION	SIGNATURE	DATE

IMPORTANT: BY SIGNING THE ABOVE YOU CONFIRM THAT YOU HAVE NO POTENTIAL OR ACTUAL CONFLICT OF INTEREST, RELATING TO THIS EXERCISE, WHICH HAS NOT ALREADY BEEN FORMALLY DECLARED.

EVALUATION LEAD	DESIGNATION	SIGNATURE	DATE

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*Arithmetical assessment incorporates the evaluation matrices for both the quality and pricing element of the procurement exercise. Where, for example, the procurement is at PQQ stage, only the arithmetical assessment of the quality matrices will be conducted.