

What  are Direct
Payments?



If the local authority or your local NHS Trust decide to pay for your care and support, you can ask them to arrange this for you.



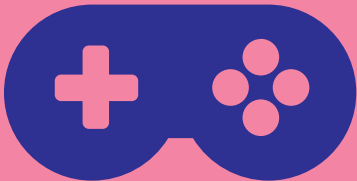
Or you can ask for a 'direct payment' so that you can arrange your care and support yourself.



Most people who are eligible for support from social care can choose to receive direct payments.



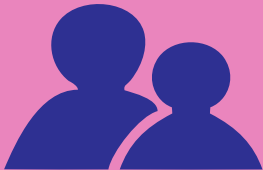
If you choose direct payments, you will be given a budget of money to arrange your own care and support. There is help to do this.



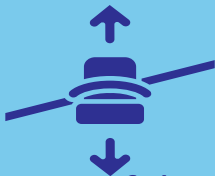
A direct payment gives you choice and control over the support you receive.



You can spend the budget on support that works best for you.



You could employ one or more carers or Personal Assistants to support your independence.



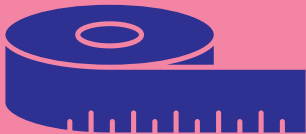
You can spend some of the budget on activities or equipment that meet your needs.



Direct Payments are about choice and independence. They put the person receiving care in control of it.

Who can
get a
Direct
Payment?





To get a direct payment you must be 16 or over and have had a social care assessment that says you are in need and are eligible for support.



You must want to have and be able to manage the direct payment and have a bank account.



You can get a direct payment if you need support yourself, or you can manage one for somebody else who needs support.



You may also get Direct Payments to arrange for Continuing Healthcare if you need a carer to help you live independently.



You can also get a direct payment if you are a 'carer' and have support needs yourself.

What is a Direct Payment for

A direct payment can be used to pay for the care, support and



independent living
services, or
equipment you
need.



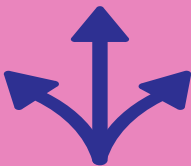
It can be used to pay for support staff, walking aids, communication devices, aqua-therapy or other things.



As long as it meets your assessed needs, you can choose to spend the budget in the way that suits you best.



If you are given a budget to pay for carers or personal assistants to help you, you will be told how much you can pay them.



The local authority and NHS trust should leave you to decide how you use the money to meet your support needs.

What do
I have to
do?





You'll need to work out a support plan with your social worker to show how your support needs will be met.



You need to keep basic records of your spending and submit these to the local authority.



This will include a breakdown of how you have spent the money, staff time sheets and receipts or invoices for services or equipment.



Records such as bank statements, invoices, receipts and time sheets will need to be kept for 3 years.



You will need to open a bank account which is only used for direct payment purposes and not any household bills.



You will have a financial assessment to see if you can afford to pay towards your support from your own money.



If you employ staff as carers or personal assistants you will need to pay them.



The local authority or NHS Trust will pay for a payroll company who can sort out paying wages, NI, tax and also pension contributions.



You will need to provide things like training, ongoing management and supervision, a job description and an employment contract.



The local authority has to check that the direct payment is being used to meet the needs identified in the social care assessment.



They should tell you in advance
what they require and what
they will need from you.

What
support is
available





Sheffield City Council has a direct payment team who can support you with how to keep your records, when to send your bank statements in and any other questions you may have.



There are a range of direct payment support services. These include help with staff payroll, recruitment and management.



If you can't manage the payments yourself there are a wide range of Money Management companies who can manage them for you.



If you are going to employ a personal assistant Sheffield City Council can provide information on your responsibilities as an employer.



There is a copy of a Direct Payment Employers Handbook on their website.



Disability Sheffield run a 'Personal Assistant' register designed by people who have experience of recruiting and managing 'PA's.

**What are the
benefits?**





Direct payments are about putting the person receiving care or independent living support first.



Direct payments can give greater flexibility in how needs are met. It gives them more control and more choice in how those needs are met.

For more information about Direct Payments contact;

Phone - 0114 273 4567.

Web - www.sheffield.gov.uk

Email - asc.howdenhouse@sheffield.gov.uk.

