

DIRECT PAYMENTS

SERVICE USER

INFORMATION PACK



DIRECT PAYMENTS



WHAT ARE DIRECT PAYMENTS?

A direct payment is where the Council gives individuals who are entitled to receive social care services money so they are able to employ a personal assistant and/or purchase their own care and support instead of them relying on the social services department to arrange this for them. A direct payment gives an individual the flexibility to decide how and when their care and support is provided.

HOW DO YOU APPLY TO RECEIVE A DIRECT PAYMENT?

An individual will need to be assessed by social services to explore if they have any unmet care and support needs. If the outcome of the assessment is that they are eligible to receive social care services then a direct payment must be considered together with other social care services so they are able to consider which option would be best to meet their needs and identified outcomes.

WHAT CAN A DIRECT PAYMENT BE USED FOR?

Many individuals within Blaenau Gwent use their direct payment to employ a personal assistant to (this is not an exhaustive list):-

- ✚ Support the individual to access and gain confidence within the community
- ✚ Support the individual with daily life and activities
- ✚ Support the individual to access education
- ✚ Support the individual with personal care
- ✚ Support the individual to develop their skills and abilities

A direct payment can also be used to purchase care from a registered care agency, short term and long term residential care, short breaks or equipment (not health related).

EMPLOYING A PERSONAL ASSISTANT

If an individual decides to use their direct payment to employ a personal assistant the '**Individual**' will have all the usual responsibilities of an '**Employer**'.

EMPLOYING FAMILY MEMBERS

The decision on whether to allow the employment of family members is an 'individual Council decision' and it is the view of this Council that due to the issues that often arise as a result of employing a family member, unless the

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Council is satisfied that it is 'necessary' and there are 'exceptional circumstances', the individual will not be allowed to employ a family member.

It is the view of this Council this decision will safeguard the interests of both the individual and family member and will enable them to continue to maintain a healthy 'personal' relationship that would otherwise become 'contractual'.

Also direct payments are not intended to and should never to be viewed as a way of paying 'unpaid' family carers. Family members who choose to provide care may be able to claim carer's allowance.

HOW MUCH MONEY IS THE DIRECT PAYMENT?

The amount of money an individual will receive will depend on their assessed care and support needs and how much money is needed to fund their unmet needs. This will be discussed following the completion of the integrated assessment.

WHAT IS INVOLVED IN MANAGING A DIRECT PAYMENT?

Whatever the individual decides to use their direct payment for the direct payments team is on hand to provide help and support.

THE ROLE OF THE DIRECT PAYMENTS TEAM

If the individual decides that a direct payment is the best option for them and they would like to employ a personal assistant (they may even have someone in mind) the direct payments team can support with: -

- Recruitment of personal assistants
- The introduction to Accountant/Payroll Services
- Employment contract
- DBS
- Support to manage the paperwork until the individual feels able to do this by themselves
- Home Employment Liability Insurance
- Etc.

CIRCUMSTANCES WHEN A DIRECT PAYMENT MAY NOT BE SUITABLE

A direct payment may not be suitable if an individual: -

- ✚ Is not comfortable taking on the responsibility of the role of an employer
- ✚ Spend frequent/long periods of time in hospital
- ✚ Does not want to arrange services themselves
- ✚ Would like support provided in the traditional way i.e. carers calling 4 times (15 min/30 mins calls) per day, 7 days per week, etc. as it may be difficult to recruit and retain personal assistants

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TERMINATION OF A DIRECT PAYMENT

The Council have the right to terminate a direct payment due to:

(This is not an exhaustive list)

- The death of an individual
- A change of circumstances
- A change following a review
- The direct payment is not being managed appropriately
- The individual does not wish to continue with the direct payment
- The individual is not capable to managing the direct payment (even with support)
- Etc.

WILL DIRECT PAYMENTS AFFECT AN INDIVIDUALS BENEFITS?

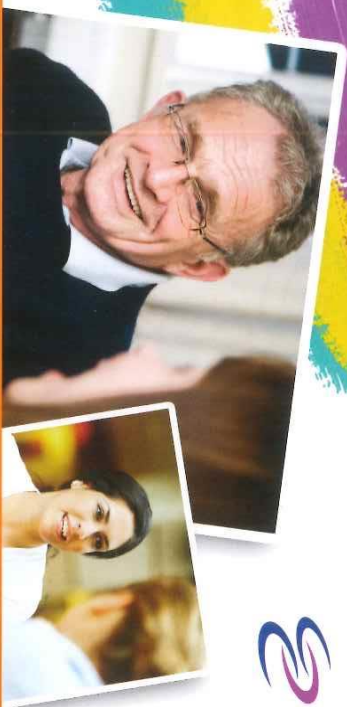
Direct Payments will not affect an individual's benefits as it is not classed as income for tax purposes. However if the personal assistant is in receipt of benefits then their benefits may be affected. It is the personal assistant's responsibility to inform the relevant benefit agency that their circumstances have changed and they are now employed.

WILL THE INDIVIDUAL HAVE TO MAKE A FINANCIAL CONTRIBUTION?

If the direct payment is for a child there will be no charge for the service, however if the direct payment is for an Adult, the individual will need to be financially assessed to determine if they should pay a contribution towards the cost of their direct payment and if so, how much that contribution will be.

DIRECT PAYMENTS TEAM CONTACT DETAILS

Andrea James	Direct Payments Manager and Social Services Complaints Officer
Denise Williams	Direct Payments Officer
Julian Pryce-Hughes	Direct Payments Officer
Julie Durham	Direct Payments Officer
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EMPLOYER TOOLKIT FOR SUPPORTING THE LEARNING OF PERSONAL ASSISTANTS

Who is this for?

This toolkit will be useful if you receive direct payments and employ Personal Assistants or are considering employing Personal Assistants.

What is it?

It is a resource providing useful information, guidance, examples and practical tools to help you support your Personal Assistants to gain the skills they need to be confident and competent in their role.

What information?

It includes information and resources on a number of topics:

- The benefits of learning and training for your Personal Assistants and you
- Preparing to employ the right Personal Assistants
- Introducing your Personal Assistants to their new role
- Ongoing learning and development
- Training and qualifications
- How to meet your Personal Assistants' learning and training needs.

To access the toolkit visit

www.paemployertoolkit.wales or contact

mared.llwyd@ccwales.org or 029 2078 0638



PECYNN CYFLOGGWYR AR GYFFER CEFNOGI DYSGU CYNORTHWYWYR PERSONOL

Ar gyfer pwy mae hwn?

Bydd y pecyn hwn yn ddefnyddiol os ydych yn derbyn taliadau uniongyrchol ac yn cyflogi Cynorthwywyr Personol neu'n ystyried cyflogi Cynorthwywyr Personol.

Beth ydyw?

Adnodd sy'n darparu gwybodaeth ddefnyddiol, arweiniad, enghreifftiau ac adnoddau ymarferol i'ch helpu i gefnogi eich Cynorthwywyr Personol i ddatblygu'r sgiliau sydd eu hangen arnynt i fod yn gymwys a hyderus yn ei rôl.

Pa wybodaeth?

Mae'n cynnwys gwybodaeth ac adnoddau ar nifer o destunau:

- Manteision dysgu a hyfforddi i'ch Cynorthwywyr Personol a chi
- Paratoi i gyflogi'r Cynorthwywyr Personol gywir
- Cyflwyno eich Cynorthwywyr Personol i'w rôl newydd
- Dysgu a datblygu parhaus
- Hyfforddi a chymwysterau
- Sut i fodloni anghenion dysgu a hyfforddi eich Cynorthwywyr Personol.

Bydd ar gael ar www.pecyncyflogwyrp.cymru

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