

Direct Payments

Self-Directed Support



直接付款

برای راست ادائیگیایاں

সরাসরিভাবে পয়সা দেওয়ার ব্যবস্থা

دفعات مباشرة

The term Direct Payment is commonly used when referring to Self-Directed Support.

Guidance from the Scottish Executive published in July 2007 uses the term Self-Directed Support as it encompasses the potential for its usage more fully than Direct Payment.

In this leaflet the term Direct Payment is used throughout and should be read interchangeably with the term Self-Directed Support.

A Direct Payment is...

... a cash payment made to you as an alternative to a service provided or bought by the City of Edinburgh Council to meet your needs.

This will give you the flexibility and control to decide in which way you can best meet your assessed needs.

This leaflet will give an overview of Direct Payments, how you can access a Direct Payment and give examples of what you can do with it.

Who can get a Direct Payment?

Anyone who is eligible for community care services, housing support services, or children's services can receive a Direct Payment.

If you have been assessed as needing a service, and you have been offered a service to meet your need, then the City of Edinburgh Council has a duty to discuss with you the option of making available a Direct Payment to meet your needs.

Examples of people who may get Direct Payments to manage their own support include:

- Parent's of disabled children
- Young disabled people (16+)
- People with physical or sensory impairments
- People with a learning disability
- People with enduring mental health difficulties
- Older people who need support to live safely and independently

How can a Direct Payment be used?

The Direct Payment must be used to meet your assessed needs, but you can use it flexibly and you will have the control of how the money will be used.

Some examples include:

- A personal assistant
- A care / support agency of your choice
- Other community based activities
- Services from any local authority
- Purchasing transport
- A break away for you or your informal carer
- A piece of equipment of your choice

The only exception is that you cannot purchase permanent residential care.

How to get a Direct Payment

To receive a Direct Payment you must first have your needs assessed. Your assessed needs will determine the level of the Direct Payment. The level of the Direct Payment you will receive will equate with the service you would have been offered by the City of Edinburgh Council.

To request an assessment of needs, please contact Social Care Direct on 0131 200 2324.

Some services provided by the City of Edinburgh Council have a charge, subject to a financial assessment. The same applies to Direct Payments.

If you want to know more about charges, please discuss this with your assessor.

Once an assessment has been completed, you can discuss the option of a Direct Payment with your assessor. You need to talk about the arrangements that you would like to have in place. Some of the options are:

Employing a personal assistant

If you choose to employ your own personal assistants with your Direct Payment, you will have legal responsibilities as an employer. As an employer, it is up to you to make sure you are aware of these responsibilities and comply with them. The Lothian Centre for Integrated Living, LCIL, details on page 10, provides independent advice, support and information about all aspects of employing your own staff, as well as offering a payroll service.

You can employ nearly anyone you like; there are only two exceptions:

- Your partner – this includes husband, wife, or same sex partner
- Certain close relatives and their partners if they are living in the same household as you.

There are plans to change legislation in a way that would allow local authorities to apply for exceptions to this rule. Please check the current position with regards to this.

Following the Scottish Executive guidance on Self-Directed Support published in July 2007, all personal assistants must get an Enhanced Disclosure check through Disclosure Scotland. An Enhanced Disclosure is a thorough criminal records check. For more information on Enhanced Disclosure contact the Scottish Personal Assistant Employers Network (SPAEN) or Disclosure Scotland, details of which are on pages 10 and 11.

Contracting with a care agency

You can contract with any agency of your choice. All agencies have to be registered with the Care Commission, and meet certain minimum standards. You can check if an agency is registered by contacting the Care Commission, their address is at the end of this leaflet.

It is important that you meet with any care agency you wish to use so that you can decide if they can provide you with the support you feel is right for you and in the way you feel is best. It is also very important that the care agency understands and agrees with how you prefer to meet your needs.

In addition to this it is important that you ask any care agency to draw up a contract with you setting out what you can expect from them and what to do if you are unhappy about any aspect of your service from them. The Care Commission can give you information about what you can expect from registered care agencies and has information about the agencies' quality of service.

The City of Edinburgh Council has sent out information about Direct Payments to all care agencies in Edinburgh.

Day care, respite, ...

You can use the Direct Payment to buy a range of services, including respite, transport, or day care provided through voluntary and private organisations.

Services from local authorities

In addition to the above you can purchase services from any local authority, it does not have to be the local authority that you live in.

Payments

Once your Direct Payment has been authorised, the City of Edinburgh Council will make payments every three months in advance. You must open a separate bank or building society account for the Direct Payment.

... and finally

You will be asked on a regular basis to provide written confirmation of how you have used the Direct Payment. In addition the City of Edinburgh Council will regularly review your overall situation.

If you would like to discuss any of the above you can contact:

Funding Independence Team
The City of Edinburgh Council

Claremont House

130 East Claremont Street

Edinburgh, EH7 4LB

Tel: 0131 652 3229

Fax: 0131 557 3379

e-mail: fundingindependence@edinburgh.gov.uk

Frequently asked questions

How will I ensure that I have recruited the “right person?”

The Lothian Centre for Integrated Living, LCIL, provides initial advice and guidance on employing suitable people. Such advice may include how and where to recruit, taking up references and interviewing skills.

Enhanced Disclosure, a police check, is an important aspect of safe recruitment.

You can contact Disclosure Scotland, LCIL or SPAEN, Scottish Personal Assistant Employers Network, details of which are on pages 10 and 11 of this leaflet, for advice and information about Enhanced Disclosures.

What if I am unable to manage the money?

You may not be able to be involved in money management. The City of Edinburgh Council can agree to another appropriate adult, or organisation to assist you.

What if I don't want to continue to receive a Direct Payment?

You are able to opt out at any point, and revert to local authority services as available. You should discuss this with your allocated worker or make a new referral to Social Care Direct on 0131 200 2324.

Will Direct Payments affect my benefits?

Direct Payments will not affect your Social Security benefits because they are not counted as income.

What happens when my child reaches 18?

Parents are no longer allowed to automatically manage Direct Payments on their child's behalf when their child reaches 18. At this point, the young person would need to take on a Direct Payment in their own right, making full use of the support systems available.

How do I find out more about Direct Payments?

Visit the City of Edinburgh Council website, www.edinburgh.gov.uk, or speak to the Funding Independence Team.

Is there any other funding I can apply for?

There are a number of other sources that you might be able to apply to for funding, for example the Independent Living Funds (ILF). Find out more about ILF at www.ilf.org.uk or by phoning 0845 601 8815.

Additional information, useful links

Disclosure Scotland

PO Box 250

Glasgow

G51 1YU

Tel: 0870 609 6006

e-mail: info@disclosurescotland.co.uk

www.disclosurescotland.co.uk

Funding Independence Team

The City of Edinburgh Council

Claremont House

130 East Claremont Street

Edinburgh, EH7 4LB

Tel: 0131 652 3229

e-mail: fundingindependence@edinburgh.gov.uk

Independent Living Funds (ILF)

PO box 7525

Nottingham NG2 4ZT

Tel: 0845 601 8815

www.ilf.org.uk

Lothian Centre for Integrated Living (LCIL)

Norton Park

57 Albion Road

Edinburgh, EH7 5QY

Tel/Minicom: 0131 475 2350

www.lothiancil.org.uk

Scottish Commission for the Regulation of Care (Care Commission)

The Care Commission
Compass House, 11 Riverside Drive
Dundee, DD1 4NY
Tel: 01382 207 100 or 0845 603 0890
www.carecommission.com

Scottish Executive

(Self-Directed Support guidance)
www.scotland.gov.uk/Publications

Scottish Personal Assistant Employers Network (SPAEN)

Unit 9, Motherwell Business Centre
130 Coursington Road
Motherwell, ML1 1PR
Tel: 01698 250 280
e-mail: info@spaen.co.uk
www.spaen.co.uk

For first time contact with adult social care
services in Edinburgh please contact

0131 200 2324



You can get this document on tape, in Braille, large print and various computer formats if you ask us. Please contact ITS on 0131 242 8181 and quote reference number 03336. ITS can also give information on community language translations.

آد丁堡市議會社會工作部可以發放一筆款項給你，去代替你已被評估為需要之服務。你可以用這筆款項隨著自己意願去購買所需服務。如欲查詢本文件的翻譯資訊，請電愛丁堡市議會傳譯及翻譯服務部(ITS)及說明檔案編號 03336，電話：0131 242 8181。

آپ کی ضرورت کیلئے جس سروس کا جائزہ لیا گیا ہے اس کے بجائے دی سٹی آف ایڈنبرا سوشل ورک ڈپارٹمنٹ والے آپ کو رقم دے سکتے ہیں۔ آپ اس رقم سے ایسی سروس خریدنے کا انتظام کر سکیں گے جس کی آپ کو ضرورت ہے۔ اپنی کیونٹی میں بولی جانے والی زبان میں اس دستاویز کے ترجمے کے متعلق معلومات کیلئے برائے مہربانی انٹرنیشنل ایڈ ٹرانسلیشن سروس کو 0131 242 8181 پر فون کریں اور ریفرنس نمبر 03336 کا حوالہ دیں۔

آپنار چاہیدار مولیاغن انوسار سٹی افس اڈینبرا کاڈلیرلر سوشال وয়ারک ڈیپارٹمنٹ آپنارکے سراسرلرابے پوسا دیتے پاربے۔ اارপর آپنل ائی پوسا دیئے ائحماز بابے آپنارل پراوونل سبাবابصا کینتے پارببن۔ آپنارل سسپرااارے باااا ائی دلللالپارےر انوباد پوتے هلے ائٹارپراٹاوشان اااا ڈراوللشن ساراللس-اار سااے 0131 242 8181 نلبرے آللفون کرے رلکارلس نلبر 03336 ائللخ کرلن۔

امكن لداائرة العمل الاااماعل الالبعة لملس بلدلة مبلنة اأنبره أن اأءع لكم مبلغاً من المال عوضاً عن الءمة الال قررت الاءائرة بأئكم باءة إليها، ومن ثم فملكنم اساعمال المبلع لشراء الءمة الال ااااونا ذلك بطرلة مكنكم الااكم بها. للاوصول على معلوماا حول آرءمة هءه الواللة إلى لغة االاللكم، الرءاء الااصال باءمة الآرءمة ITS هاااف: 0131-242 8181 وذكرا الاشارة 03336

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THE CITY OF EDINBURGH COUNCIL

HEALTH AND SOCIAL CARE

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