

## Personal Budgets for Carers: Guidance for Staff

Carers are entitled to a personal budget subject to eligibility. A carer's personal budget can be paid as a direct payment to a carer for the sole purpose of paying for services which the carer has arranged for themselves and not for the person they care for. Carers do not have to pay a contribution cost if:

- The carer completes the self-directed assessment questionnaire which will help to work out how much money a carer is entitled to.
- When calculating carer's personal budget you must consider and quantify replacement/ respite (CERCS/commissioned sitting service) care already in place for the person they care for.
- This replacement care may already provide relief for the carer and will therefore affect the carer's personal budget amount.

CARERS ALLOCATION	
LEVEL OF CARE	DIRECT PAYMENT AMOUNT
	£0
I have some difficulty and stress in carrying out my day-to-day caring tasks. There is <b>SOME IMPACT</b> on my lifestyle and playing this role leads to minor stress.	£250
My caring role has a <b>SUBSTANTIAL IMPACT</b> on my lifestyle. Playing this role has led to high levels of stress and some health problems.	£500
My caring role has a <b>CRITICAL IMPACT</b> on my lifestyle - including a significant impact on my health and well-being.	£750

- You must consider any unspent budget from the previous year.
- You must ask the carer to make a simple plan of how the money will be used before it is offered to the carer as a personal budget.

Any exceptions to the Carers Allocation must be taken to the Adults Resource Panel, where the case can be discussed.

For more information on carers personal budgets see factsheet -

[https://www.hartlepool.gov.uk/directory\\_record/213/carers\\_assessment\\_and\\_eligibility](https://www.hartlepool.gov.uk/directory_record/213/carers_assessment_and_eligibility)

### » Recovery of Direct Payments

HBC reserve the right to recover direct payment monies in line with HBC's debt recovery policy if:

- The direct payment has been misused;
- Following termination (for whatever reason i.e. death, change in service provision etc) of the direct payment there are any unspent/uncommitted direct payment monies remaining
- The direct payment has not been used due to a temporary change in circumstances;
- The carer fails to meet any terms of the direct payment agreement;
- The carer is no longer eligible for services.
- An overpayment has occurred (the carer will be notified)

A direct payment is public money and if a direct payment recipient does not use the money for its intended purposes then HBC have the right to stop the direct payment and replace it with traditional services. However, in these circumstances the case should be referred to Senior Management and the Legal Team.

You should encourage and support carers to provide up-to-date records of their spending, by providing proof of expenditure, such as receipts and/or invoices.