

Direct payments

About your care and support



**Easy
Read**

Easy Read



This is an Easy Read version of some information. It may not include all of the information but it will tell you about the important parts.



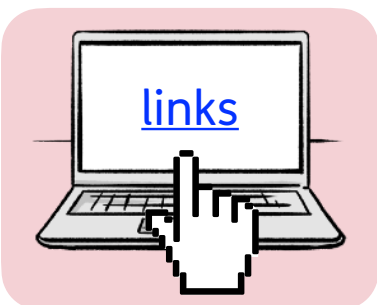
This Easy Read booklet uses easier words and pictures. You may still want help to read it.



Some words are in **bold** - this means the writing is thicker and darker.



These are words that some people will find hard. When you see a bold word, we will explain it in the next sentence.



Blue and underlined words show links to websites and email addresses. You can click on these links on a computer.

What is in this booklet

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About this booklet



This is information from the Royal Borough of Greenwich Council.



It is about **Direct Payments**.

Direct Payments are a way for you to get the care and support you need.



You will get an amount of money to spend on your care and support.



You will be in charge of organising your care and support.



The Direct Payments Team will support you with organising your care and support.

What is good about Direct Payments?



Direct Payments give people control over how they get their care and support.

What some people have said about Direct Payments:



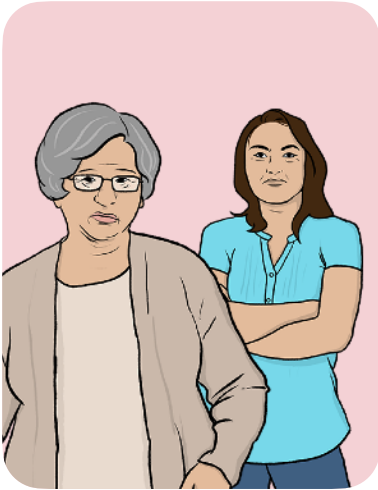
“Having a Direct Payment gave me back control over my life. I can get out and about - before I had to wait in for the carers.”



“I use my son’s Direct Payment to pay for his activities in our local area.”



“I can employ a friend to support me, instead of a stranger.”



“I pay a **Personal Assistant** to support my mum. I got help to find someone who fits with her needs and can speak her language.”

A **Personal Assistant** supports someone to do everyday tasks in their life.

Who can get a Direct Payment?

Direct Payments can be used by:



- Disabled children.



- Young people with care or support needs.



- Adults with care or support needs.



You must be able to manage and organise your care and support.



Or you can have someone you trust to do it for you - this is someone who agrees to organise your care for you.

Personal Budgets



A **Personal Budget** is the amount of money you have to spend on care and support.

Your Personal Budget is made up of:



- Any money you need to pay towards your care.



- Money from the Council, depending on how much care we decide you need.



- Money from the NHS - you may get this because of your health needs.

How you can use your Direct Payment



How you use your Direct Payment will depend on your needs.



You will have a support plan that will show what you will spend your Direct Payment on.



The plan must be agreed with your Social Care Assessor - this is someone who checks how much care and support you need.



You must not spend your Direct Payment on anything that is against the law.



You must spend the money only on the care and support you need.

Some examples of how people use their Direct Payment are:



- For a Personal Assistant who helps you with tasks in your daily life.



- For support to get out and about and do activities.



- To pay for activities in your local area.



- To pay for special equipment you need in your daily life.



- To pay for **respite care**.

Respite care gives your unpaid carer a break if you have one.

What you need to do if you have a Direct Payment

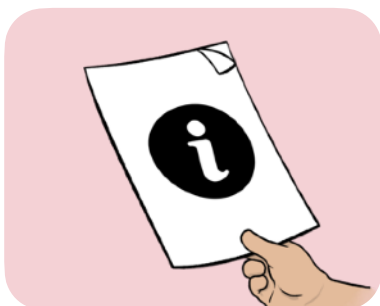


You can get support from the Direct Payments Team if you need any help.



These are the things we expect you to do if you have a Direct Payment:

- Spend the money on your care and support needs only - not anything else.



- Give us information about what you spent your Direct Payment on.

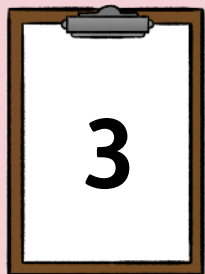


- Pay for any part of your care that we think you can afford to pay.



- Follow the law about if you employ and pay someone to give you care or support.

Choosing your Direct Payment



There are 3 types of Direct Payment you can get.



The right one for you depends on:

- How much control you want.



- How much paperwork you can manage.

Type 1: Prepaid Card Account



This is like online banking.

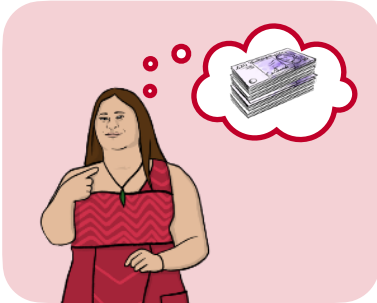
We will pay the money into your account and you can see it online.



You can make payments using a card or online banking.



The Direct Payment Team can see what you spend the money on, so you do not need to send us any extra information.



This type of Direct Payment is good if you:

- Want to manage the money yourself.



- Want to do less paperwork.



- Can use the internet and are confident with online banking.



- Want to use our online system to do any paperwork for Personal Assistants you employ.

Type 2: Managed Account



The Council will manage the money in your account.



You will need to send us:

- Information about how long any staff you employ work for.



- Proof of what you have spent the money on, like receipts.

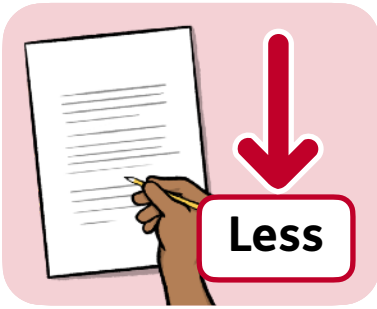


You will still need to organise your care and support.



We will charge you for any money you need to pay towards your care.

This type of Direct Payment is good if you:



- Want to do less paperwork.



- Do not want to manage the money yourself.



- Want us to manage any paperwork for Personal Assistants you employ.



Type 3: Own Account

You set up a new bank account for your Direct Payments.



We will pay the money into this account.



You manage the money and have full control over it.

You will need to:



- Send us bank statements.



- Keep a record of what you spend the money on.

This type of Direct Payment is good if you:



- Are confident with managing money.



- Can manage more paperwork.



- Want full control and be in charge of organising your care and support.



- Want to use a different company to manage any paperwork for Personal Assistants you employ. You can also use our online system.

Find out more



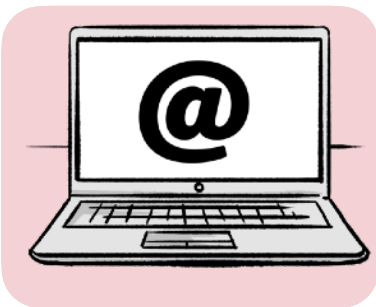
If you are interested in having a Direct Payment, you can find out more by going to our website:

www.royalgreenwich.gov.uk/direct-payments

Or you can contact the Direct Payments Team by:



- Phone: 020 8921 5706



- Email:
directpayments@royalgreenwich.gov.uk

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