

# A Guide to Charges for Adults Receiving Non-Residential Care Services

2019/20

## **Charges for Adults receiving Non-Residential Services (Care at home and day care services)**

Gateshead Council, Adult Social Care provides a range of services for vulnerable people but is reliant on income from charges to help pay for them. Without this income, service levels may not be maintained.

Gateshead Council has decided to charge for services and these are detailed in the council's Charging Policy (Charging and Financial Assessment for Adult Care and support services)

Charges for care services are reviewed annually and are defined in the Adult Social Care Fees and Charges Schedule.

An adult receiving care services will not be asked to pay more than the cost of their care package.

The contribution an adult is asked to make will be in accordance with a financial assessment and will not undermine the adult's independence by reducing their income to an unsustainable level.

If you decide not to disclose your financial details you will be required to pay the full cost of the care services provided.

Following a financial assessment, you will be advised of the contribution to the cost of your care that you will be required to make. If any of your financial circumstances change (such as a change in your benefits), you must tell the councils financial assessment team immediately.

The Charging policy details those services for which you will be financially assessed, those provided free of charge and those which are charged at a fixed rate.

### **Charges**

#### **Fixed Charges 2018/2019**

The following services have a fixed charge and are paid by everyone who uses them

Transport to Day Centres (where it is not included in your care and support plan) -

- £3.25 per journey

Provision of Meals  
services establishment

- £4.00 per meal whether taken at home or in a social

Car badges for disabled people • £10.00 per badge

The following service costs will be subject to a financial assessment if you have been assessed by adult social care as having eligible care needs

Care Call service (Lifelines and Assistive Technology)

Sheltered Schemes • £3.80

Bronze - Monitoring, response and annual visit  
• £5.00

Silver - Monitoring, response, annual visit and 1 additional item of assistive technology  
• £5.60

Gold - Monitoring, response, welfare call, annual visit and unlimited assistive technology  
• £8.60

### **Charging for non-residential services – Home care and day services**

- £15.32 per hour for home care
- £13.70 per hour for extra care
- £25.00 per day for day centre attendance (a minimum of £12.50 for half a day's service)

### **Other charges –**

Arranging Care and Support Fee • Actual Cost Incurred

Above fee is charged where a service user is self-funding and has asked the Council to arrange their care and support for their assessed eligible needs.

## **How is the Financial Assessment Calculated?**

If you are assessed as having eligible care needs for non-residential care services, we need to gather information about your financial circumstances to find out whether you will need to make a contribution to the cost of these services.

A financial assessment questionnaire form will be sent to you or your legally appointed financial representative to gather information about your financial situation.

This form will ask for full details of your income and capital and details of certain household expenditure that we can take into account.

A Financial Assessment Officer will need to verify what you have told us and you will need to provide some supporting documents which might include:

- Occupational/works pension
- Bank, building society, post office, savings, account books
- Recent bank statements
- Tenancy Agreement or landlord declaration of rent liability

Three things are looked at when calculating your contribution to the cost of Non-residential services:

**INCOME, CAPITAL, and any ALLOWANCES** we can make.

## Income

We need full details of your income. This includes all money you receive on a regular basis or a payment you receive.

Income could be:

- A pension, (state pensions, occupational/works pensions or personal pensions)
- Any benefits you receive
- Any annuities you receive
- Rent from a property you own
- Any trust fund payments, etc.

Only details of your own income and capital can be used in the assessment to determine how much you will pay. However sometimes information about income and capital of the other members of your household is necessary to establish your entitlement to benefit and your income.

The Financial Assessment Officer will treat your income in one of three different ways:

### **1. Income that is taken fully into account**

This includes:

- Attendance Allowance (AA)/ Personal Independence Payment (PIP)
- Disability Living Allowance (Care Component)
- Most Social Security Benefits (For example, Employment and Support Allowance, Universal Credit)
- Retirement Pension
- Occupational/works pensions
- Personal pensions
- Annuity income
- Income from insurance policies
- Income from rent

### **2. Income that is partly taken into account**

This includes:

- Income from Charitable and Voluntary payments

### **3. Income that is not taken into account**

This includes:

- Disability Living Allowance (Mobility Component)
- Christmas Bonus
- War Disablement Pension (Mobility Component)
- Social Fund Payments
- War Widows Special Payments
- Winter Fuel Payments
- Child Benefit

- Earnings
- Disabled Persons Tax Credit
- Working Tax Credit
- War Pensions

The Financial Assessing Officer will convert all income to weekly amounts and calculate the total weekly amount to be taken into account for the purpose of this assessment.

## Capital

Capital refers to assets you have such as:

- **Savings** – any money held in bank accounts (deposit and current accounts), building society and post office accounts.
- **Stocks and shares** - The market value of other investments, stock and shares, premium bonds or other assets you own is also taken into account.
- **Property or land** – any property or land you own other than your main or only home. Its capital value or your interest in it, if it is jointly owned, will also be included as a capital asset.

## Allowances

The regulations provide that every adult who receives home care or day care support will, following the financial assessment, have a disposable income not less than the Minimum Income Guarantee (MIG).

For 2019/2020 this is:

- £112.75 for people aged 18-24
- £131.75 for people aged over 25 but under pension age
- £201.10 for couples under pension age
- £189.00 for people over pension age
- £288.60 for couples over pension age

If your weekly income is less than the MIG standard allowance you will be assessed to pay nothing for your non-residential services.

An allowance may be given for expenditure you have towards rent and council tax (excluding arrears amounts).

The council provide a set allowance of £10 and which is given to cover any additional expenditure you may have due to your disability, such as dietary needs, specialist clothing. You do not have to provide any information to us to prove such expenditure for the allowance to be given.

## How will my savings affect my charge?

The financial limit, known as the “upper capital limit” exists for the purposes of the financial assessment. This sets out at what point a person is entitled to access local authority financial support.

The upper capital limit is currently set by regulations at £23,250. A person with more in capital than the upper capital limit can ask their local authority to arrange their care and support for them. However, these people are not entitled to receive any financial assistance from their local authority and may pay the full cost of their care and support and an additional amount for the administration of such support.

Below this level, a person can seek means-tested support from the local authority. This means that the council will undertake a financial assessment of the person's assets and will make a charge based on what the person can afford to pay. Where a person's resources are below the lower capital limit – currently set at £14,250 – they will not need to contribute to the cost of their care and support from their capital.

### How is my spouse or partner affected by non-residential charging?

Your income and capital cannot always be looked at in isolation from that of your spouse or partner.

Any income or capital you have may be supporting them and would not be available to contribute towards your charge. In some cases income may be paid to you or your spouse/partner for the benefit of both of you - for example, pension credit is paid to one person for a couple. This is why we need information about both you and your spouse or partner.

Your spouse or partner does not have to provide financial information about themselves. However, if they do not disclose their financial information it may be reasonably assumed that they hold assets or receive income on your behalf. You may be treated as holding sufficient funds to pay the cost of your care services until such time as you satisfy the council you have discharged this burden.

### What happens if I think my assessed charge is too high?

If you think the amount you have been assessed to pay is wrong you can ask us to look again at your assessment. This is called a **review**. We will carry out a more detailed financial assessment that will take into account all of your disability related expenditure instead of giving a fixed amount and any other information you think is relevant.

You should write to the financial assessment team within 20 working days of the date of your outcome letter telling us why you think the financial assessment is wrong.

You may be asked to provide further evidence to support any additional expenditure.

If you are still unhappy with the decision, you have the right to **appeal**. Any appeal should be submitted in writing within 20 working days of the date of your review decision. Your appeal will be heard by the council's appeal panel. (Information on your right to appeal will be provided in your outcome letter).

## What happens if I own a property that is not my main or only home?

The value of a person's property which is not their main or only home will be included in the financial assessment as capital.

Any rental income generated from the property will help a person pay the cost of their care services.

## Benefits Maximisation

As part of the financial assessment process the financial assessment officer will check your benefit entitlement and refer you to the relevant services if they believe you may be able to claim additional benefits.

## Future Care

If you currently require non-residential services there is a possibility that you may need residential or nursing care in the future. As such you need to bear in mind your current financial assessment will be used in any future financial assessments.

## Returning your Financial Information

You can return the completed form and necessary supporting documents by post using the pre-paid envelope provided, e-mail to [financialassessments@gateshead.gov.uk](mailto:financialassessments@gateshead.gov.uk) or by arranging an appointment at the Civic Centre with a financial assessment officer.

## Examples of Non-Residential Charging

### Example 1

Miss Walker, aged 24 years, lives alone in rented accommodation. She receives employment and support allowance (ESA) and Enhanced Rate Personal Independence Payment (PIP), care and mobility.

Her housing costs are partly met by housing benefit. She has to pay £6.20 towards her rent. She receives council tax support but she has to pay £1.90 per week for Council Tax.

She has savings of £670.46 in her Building Society account. She goes to a day centre three days per week.

### Income

Employment and Support Allowance

£ 194.30

|                               |                |
|-------------------------------|----------------|
| Personal Independence Payment | <u>£ 87.65</u> |
| Total Income                  | £281.95 (A)    |

**Allowances**

|                                |               |
|--------------------------------|---------------|
| Minimum Income Guarantee       | £ 112.75      |
| Disability Related Expenditure | £ 10.00       |
| Rent                           | £ 6.20        |
| Council Tax                    | <u>£ 1.90</u> |
| Total Allowances               | £130.85 (B)   |

**Maximum Weekly Contribution (C)**

**(Total Income (A) Less Total Allowances (B) = £ 151.10 (C)**

Cost of Service 3 days @ £25.00 per day = £ 75.00

**Miss Walker's weekly charge = £ 75.00**

**Example 2**

Mr Smith, aged 70 years, lives in rented accommodation. He receives retirement pension, pension credit and attendance allowance. His housing costs are met in full by housing benefit and council tax support. His post office savings account has a current balance of £1200.00. He receives 7 hours of home care per week.

|                     |                      |                    |
|---------------------|----------------------|--------------------|
| <b>Income</b>       | Retirement Pension   | £ 136.10           |
|                     | Guaranteed Credit    | £ 97.00            |
|                     | Attendance Allowance | <u>£ 58.70</u>     |
| <b>Total Income</b> |                      | <b>£291.80 (A)</b> |

|                        |                                |                     |
|------------------------|--------------------------------|---------------------|
| <b>Allowances</b>      | Standard Allowance             | £ 189.00            |
|                        | Disability Related Expenditure | <u>£ 10.00</u>      |
| <b>Total Allowance</b> |                                | <b>£ 199.00 (B)</b> |

**Maximum Weekly Contribution (C)**

**(Total Income (A) - Total Allowance (B) = £ 92.80 (C)**

Total cost of services: 7 hours x £ 15.32 = £ 107.24

Maximum Weekly Contribution: £92.80 (C)

**His assessed charge is therefore £92.80 per week**

## Contact Information

### Financial Assessment Team

E-mail [FinancialAssessments@gateshead.gov.uk](mailto:FinancialAssessments@gateshead.gov.uk)

Telephone 0191 433 2430  
0191 433 2470  
0191 433 2440

### Other Useful Numbers

DWP  
(State Pension & Pension Credit) 0800 731 0469

Attendance Allowance 0800 731 0122

DLA enquiries 0800 121 4600

PIP enquiries 0800 121 4433

Universal Credit 0800 328 5644

<https://www.universal-credit.service.gov.uk/>