



**Tower House Day Centre**  
Tower Gate  
265-267 London Road  
Brighton BN1 6WT

Date: 6 January 2016  
Our Ref: SM/LF  
Your Ref:  
Phone: (01273) 296330  
Fax: (01273) 296331  
e-mail:

Dear Tower House Member/Family Carer

**RE: FED Meeting at Tower House for.....**

I am writing to advise that as part of the Tower House Day Service Consultation, one of the options proposed was to support people to receive a Personal Budget and choose alternative activities.

For our members and their family/carers to understand how Personal Budgets work and how it will effect people, we have set up 30 minute meetings where a member from the FED will explain all about them.

We have booked you in for your meeting on..... at .....  
Please note that these meetings will be held in group sessions.

If you have any queries please do not hesitate to contact me.

Yours sincerely

Sharon Magee  
Senior Care Officer  
Tower House Day Centre

Telephone 01273 296330  
[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

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Sharon Magee  
Senior Care Officer  
Tower House Day Centre

## I'm interested in Direct Payments, what happens next?

If you are new to Adult Social Care or do not currently have a named social worker, care manager or occupational therapist, then please:

- phone our Access Point on 01273 295555
- email [accesspoint@brighton-hove.gov.uk](mailto:accesspoint@brighton-hove.gov.uk)

If you do have a worker you can talk to them about Direct Payments and they will guide you through the process



2963 design by www.graphicdesignteam.org.uk

Translation? Tick this box and take to any council office.

ترجمة؟ ضع علامة في المربع واحضرها الى مكتب البلدية

Arabic

বাংলা? বক্সে টিক দিন। কাউন্সিল কার্যালয়ে নিয়ে যান।

Bengali

需要翻譯? 請在這方格內加劃, 並送到任何區議會辦事處。

Cantonese

ترجمة لغات المغرب العربي؟

Farsi

Traduction? Veuillez cocher la case et apporter au council.

French

需要翻譯? 請在這方格內加劃, 並送到任何區議會辦事處。

Mandarin

Tumaczenie? Zamknij to okienko i zwióz do kłregokakwiek biura samorządu lokalnego (council office).

Polish

Tradução? Coloque um visto na quadrícula e leve a uma qualquer repartição de poder local (council office).

Portuguese

İerçimisi için kareyi işaretleiyiniz ve bir semt belediye bürosuna veriniz

Turkish

other (please state)

This can also be made available in large print, Braille, or on CD or audio tape

## How to find out more

For further information:

- phone our Access Point on 01273 295555
- email [accesspoint@brighton-hove.gov.uk](mailto:accesspoint@brighton-hove.gov.uk)
- visit our web pages at: [www.brighton-hove.gov.uk/social-care](http://www.brighton-hove.gov.uk/social-care) [www.mylifebh.org.uk](http://www.mylifebh.org.uk)

You will also find helpful information regarding:

- Are you entitled to help from Adult Social Care Services?
- Charges for services
- Self Directed Support



Putting you in control

# Direct Payments



## What are Direct Payments?

Direct Payments is one of the ways Adult Social Care provides support to people who are eligible for services. This method brings you, or the person you care for, greater independence, choice and control. By providing money instead of directly provided services the council is giving you the flexibility to fund the care services you want, be it for direct employment or purchased through a care agency.

If you are unable to manage Direct Payments yourself we can provide indirect payments where someone you trust becomes responsible for managing the money on your behalf.

## How do I get Direct Payments?

If you are already a service user wishing to transfer to Direct Payments, or if you are new to Adult Social Care, you will need to contact the Access Point to discuss your individual circumstances and care needs. If you meet the council's eligibility criteria you will then be considered for direct payments.

## What can I spend my Direct Payments on?

- employing a personal assistant
- employing a care worker from an agency
- a live-in carer
- short stays in care homes (no more than four weeks)
- daytime activities
- equipment

Direct Payments can cover all or part of your support needs. They can be used for ongoing support or as a single one-off payment.

## What do I have to do?

Once you have had a needs assessment and a personal budget has been agreed, the council will give you a pre-paid payment Card Account.

Your personal budget will be available to spend on your eligible care needs with the money held on this card account.

You can use the internet or the telephone to make payments from the card and you can set up standing orders to pay carers and care agencies.

When you take up direct payments you may have someone in mind that you want to support you, in which case you will need to have employers' liability insurance for them as well as national insurance and tax. The cost of these will be included in your direct payments and we can make sure everything is in place for you.

## Do I have to pay anything towards this?

As with traditional care services you will need to have a financial assessment to see if you will be expected to make a contribution towards your care.

We have produced an information leaflet entitled 'Charges for non-residential services', which will explain the charges in more detail.

## Do I get help to manage my direct payments?

Yes, The FED Centre for Independent Living provides a direct payment support service which includes:

Information and advice on being an employer  
Support to recruit, interview and vet carers  
A payroll service  
Technical information on pensions, taxation etc.  
Contact:

The FED Centre For Independent Living  
Address: Montague House, Somerset St,  
Brighton BN2 1JE  
Phone: 01273 894040 [www.thefedonline.org.uk](http://www.thefedonline.org.uk)