



Charges for Social Work Services

**This leaflet explains charges for
Respite / Short stays in care homes**

SEPTEMBER 2010

A guide to Respite/Short stay charges for Social Work Services

Highland Council charges all service users using respite/short stay services.

The maximum charge for these services could be the full cost to the Highland Council for providing this service.

Most people will only have to make a small contribution to the cost of the service because the council subsidises these costs. A sliding scale applies and this ensures you only pay what you can afford to pay.

Your care needs will have to be assessed, and you must ask the Social Work Service to do this.

People aged over 65 requiring personal and / or nursing care may be entitled to a deduction of £156 per week in residential care and £227 per week in nursing care.

How will the charges be worked out?

A member of Social Work Services staff or the person who deals with your financial affairs will assist you to complete a financial assessment form. To minimise the need for repeat visits and contacts in relation to the financial assessment process it is important that you complete as accurate a financial assessment as possible detailing your income and expenses. You will then be advised in writing of your weekly charge.

What information will I have to give?

We will need to know:

- The details of who deals with your finances if you do not do this yourself.
- Your basic financial details, including income from employment, pensions or benefits.
- The amount and details of your savings.
- Housing Costs - what you pay in rent or mortgage and Council Tax;
- Benefits - to check to see if you are receiving the full range of benefits you might be entitled to.
- Information on other costs you have which will continue whilst you are away from home for respite (e.g. heating and insurance for your home).

How much will I be asked to pay?

If your savings exceed £22,750 you will be expected to pay the full cost of your stay in care less any entitlement to free personal and/or nursing care.

For everyone else we will work out your assessed weekly contribution by adding up your income from;

- Earnings
- Retirement Pension
- Housing Benefit
- Capital income
- Occupational Pension
- Social Security benefits, including Income Support, Pension Credit, Savings & Guaranteed Credit

■ Savings

We do not take into account any savings below £14,000 or income from these.

If your savings exceed £14,000 we will add an assumed £1.00 to your weekly income for every £250 you have up to £22,750

We will **ignore** income from:

- Disability Living Allowance Care component
- Disability Living Allowance Mobility component
- Attendance Allowance Care component
- War Disablement pension / War Widow's Pension - £10 disregarded
- Victoria Cross / George Cross / Japanese Prisoner of War payments
- Independent Living Fund payments

We will also take into account your housing costs - rent, mortgage, council tax, fixed heating costs, and water rates, insurance premiums, housing support charges not met by the local authority (if applicable).

Do I have to give my financial information?

You may choose not to provide us with your financial details. In this case we will be unable to assess your ability to pay and you will have to pay the full cost of the service(s) you receive. All financial information you provide will be confidential and will not be shared with anyone unless you request it.

Full-Cost Charge for Respite/Short Stays will vary between £474 and £852 a week depending on which home is used.

A few examples are:

Local Authority Care Home	£852.00 per week*
Residential Care Home	£474.16 per week*
Nursing Care Home	£550.81 per week**

Note that for people aged 65 or older these figures may be reduced as follows:

* Less Free Personal Care payment of £156.00

** Less Free Personal and Nursing Care payment of £227.00

Note that for people aged under 65, these figures may be reduced as follows:

** Less Free Nursing Care payment of £71.00

What if my circumstances change?

Your ability to pay for services will be re-assessed each year and we may ask you about any changes in your income and savings.

If, at any time during the year, your circumstances change it is your responsibility to let us know. You can do this by contacting your local social work office. If you don't do this, you may be charged too much.

What if I am unhappy with the assessment?

You have the right to have your assessment reviewed. In the first instance, you should contact your local social work office to request a reassessment.

How will I receive bills?

You will receive a bill (an invoice) from the Social Work Service when the temporary/respice stay has ended. If your stay exceeds 4 weeks you can request an invoice be sent to you on a more frequent basis to avoid having to pay a large bill.

What happens if I have difficulty paying?


If you expect to experience difficulty paying the charges, you should contact the local office which dealt with your financial assessment. A review of the information you provided will be carried out.

If this fails to resolve the issue, your case can be considered by the Care Charge Review Group which in very exceptional circumstances may agree to waive part or all of the charge to prevent hardship.

Where can I find out more about charging?

If you would like more information about charging for Social Work Services, please contact your local social work office.

Your local social work office can be contacted at:



The following services provide independent advice and information:

- Highland Community Care Forum,
Highland Carers Advocacy - 01463 723569
- Highland Community Care Forum,
Connecting Carers Information Line - 01463 723561
- People First - 01463 723576
- The Highland Council Money Advice Team - 0800 090 1004
Email: money.advice@highland.gov.uk
- The Highland Council Customer Income Maximisation
Team (Benefits & Entitlements) - 0800 090 1004
Email: income.maximisation@highland.gov.uk
- Caithness Citizens Advice Bureau - 01847 894243
- Inverness, Badenoch and Strathspey
Citizens Advice Bureau - 01463 237664
- Lochaber Citizens Advice Bureau - 01397 705311
- Nairn Citizens Advice Bureau - 01667 456677
- Ross & Cromarty Citizens Advice Bureau - 01349 883333
- Skye & Lochalsh Citizens Advice Bureau - 01478 612032
- East Sutherland Citizens Advice Bureau - 01408 633000
- North West Sutherland
Citizens Advice Bureau - 01971 521730