



**PERTH AND KINROSS COUNCIL**

**Corporate & Democratic Services**

**Contributions Policy for  
Non-Residential Care Services**

**April 2019**

## **1. INTRODUCTION**

Perth & Kinross Council, in partnership with the Health and Social Care Partnership, wants to help people live at home independently and safely for as long as possible.

This policy explains how the Council considers what a person will contribute towards their care and support. This policy should be read in conjunction with the CoSLA Charging Guidance 2019-2020 (PKC Interpretation) document.

Income generated from contributions enables the Health and Social Care Partnership to continue providing a service to all those who have an assessed need and ensures the development and delivery of high quality services.

Service will, at all times, be provided in accordance with the person's assessed care needs and not their ability to pay.

People will not be required to contribute more than it costs to provide the services and a financial assessment will be carried out to determine contributions.

The underlying principles of the policy incorporate transparency, equity and ability to pay, based on income maximisation. The policy is consistent with CoSLA and Scottish Government guidance on charging for Non-residential care and support services.

More detailed information on our non-residential care charges can be found at [www.pkc.gov.uk/carecharges](http://www.pkc.gov.uk/carecharges)

## **2. MAXIMUM CONTRIBUTION**

The maximum contribution payable will be the full cost of the relevant amount or the person's assessed contribution as determined by the financial assessment, whichever is the lesser. People with an assessed contribution of less than £1 per week will not be asked to contribute towards their care.

A financial assessment will be offered to all clients to ensure that they only pay what they can afford. A financial assessment will take into account income, savings, and capital, whilst allowing a predetermined level of income for general living expenses as well as relevant disregards. Where a person has income below this amount, they will not be asked to make a contribution towards the cost of their care.

Income maximisation will also be offered to ensure that all benefit entitlement has been applied for.

### **3. REDUCED CONTRIBUTIONS**

#### Disability Related Expenditure

Disability related expenditure is not routinely disregarded in the financial assessment as each person's circumstances are unique. Where a person has additional costs due to their disability such as heating requirements or special dietary requirements, they can provide evidence to the Discretion Panel who will review cases based on their individual circumstances.

#### Financial Hardship

If anyone believes that they are suffering undue financial hardship due to the contribution they are required to make they can apply to the Council for consideration of a reduction.

All applications will be treated individually and will be reviewed by the Discretion Panel. Any discretion applied will be reviewed, as appropriate, during the annual reassessment process.

Application Forms can be obtained by contacting the Charging Team.

### **4. SERVICES EXEMPT FROM CONTRIBUTION**

Current exemptions are:

- All non-residential services received by people in receipt of Palliative Care (where a DS1500 form has been completed by the person's doctor)
- All non-residential care services received by people suffering from any form of the Creutzfeldt Jacob Disease (CJD)
- All non-residential services received by people subject to compulsory supervision or detention, those receiving time limited support to recover from mental health/substance misuse or engaged in a recognised employability project
- All personal care services (e.g. assistance with dressing, washing, food preparation etc) as defined by the Scottish Government's Free Personal Care policy.
- All services received as part of a reablement package for up to 42 days
- Any new, intermediate, or additional non-personal homecare services provided to a client aged 65 or over on the day of discharge from hospital, following an admission of 24 hours or more for treatment, assessment or rehabilitation, or surgery as an NHS day case, for up to 42 days
- Services provided by our Rapid Response Social Care Officers
- Step up care – short term placement in a care home to prevent hospital

admission

- Short-term Housing Support where these services are offered on a short-term basis.

This policy **does not** apply to permanent or unplanned crisis admissions to a care home where charging is governed by The National Assistance (Assessment of Resources) Amendment (Scotland) Regulations 2012 with guidance provided by the Scottish Government's Charges for Residential Accommodation Guidance (CRAG

A copy of this guidance can be found at [www.pkc.gov.uk/carecharges](http://www.pkc.gov.uk/carecharges)

## 5. REVIEWS AND COMPLAINTS

Anyone not satisfied with the calculation of their contribution will be encouraged to discuss their concern with staff involved in the assessment and charging process.

People who remain dissatisfied will be entitled to pursue their complaint through the Council's complaints procedures.

## 6. ADVICE

Advice on the implications of the Council's Contributions Policy is available from our Charging Team on 01738 476888.

Income maximisation advice is available from our Welfare Rights Team on 01738 476901.

## 7. UPDATES

Up-to-date information will be published on our website at [www.pkc.gov.uk/carecharges](http://www.pkc.gov.uk/carecharges). Hard copies of our policy & leaflets can be requested from our Charging Team on:-

- telephone: 01738 476888
- email: [HCCAssessment&Charging@pkc.gov.uk](mailto:HCCAssessment&Charging@pkc.gov.uk)

Our Contribution Policy is available in a variety of media and in appropriate languages. Please contact our Customer Contact Centre with any translation requests on:-

- telephone: 01738 475000
- email: [enquiries@pkc.gov.uk](mailto:enquiries@pkc.gov.uk).