

Financial Information Sheet 1

Entering a Residential or Nursing Care Home



*Working for
Warwickshire*

Introduction

If we arrange for you to go into a Residential or Nursing Care Home you will need to contribute to the cost. This information sheet gives information about how you will contribute to the cost and how it will be calculated.

The Government has set down detailed regulations and guidance for calculating the charges for Residential and Nursing Care Homes, which the Department must follow when calculating your charge.

This guidance changes on a regular basis, usually every April, although sometimes changes are made at other times of the year. This information is based on the guidance at April 2008.

We cannot provide full details to explain every situation in an information sheet as this guidance is so complex. If you have specific queries you should contact the council or refer to the full guidance. Details of where to find the full guidance are given at the end of this information sheet. You should also consider taking independent financial advice when considering your finances.

What information do we need you to give us?

You will need to provide us with information about your income, and any capital that you have, so that we can calculate how much you are able to contribute towards your care.

If you do not wish to provide any information we cannot give you a financial assessment and you will need to pay the full cost of your care.

If there are any delays in you providing information, or where we require further information or evidence relating to your income and capital, we may have to initially charge for the full cost of your care. If this happens, when we receive the appropriate information we will complete a full financial assessment and any charges previously raised can be amended.

Some examples of the type of information that we require are detailed below:

Income

- State Pension letters;
- Benefit letters;
- Notification of Private (Occupational) Pension.

Capital

- Bank Statements;
- Building Society Books;
- Details of stocks, shares, bonds;
- Property deeds.

How much will I pay?

We will work this out from your income and capital. If you are admitted to a home permanently, we may include the value of your home.

Income

Income includes State Retirement Pension, occupational or private pension, Pension Credit or Income Support. Other benefits and income will be included, although we may disregard some types of income when you are financially assessed.

Any type of income that is disregarded will be shown within a financial assessment notification and is detailed within the Charging for Residential Accommodation Guidance that all Local Authorities use.

Capital

Capital includes any savings and any property you own. We will also ask about capital that you have previously owned. We will take into account any capital that you have previously owned if you have disposed of it with the intention to pay less.

- If your capital is below £13,500 it will be disregarded for financial assessment purposes.
- If you have capital between £13,500 and £22,250 we will need to take this into account. You will be required to pay £1 per week for every £250 of the capital between £13,500 and £22,250.
- If you have capital over £22,250 you will be required to pay the full cost of the care.

What if I own Property?

If you are admitted to a home permanently, and have property or other capital valued over £22,250 you will usually have to pay the full cost of your care, although sometimes the property will not be taken into account.

Your property might not be taken into account if one of the following still live in the property:

- your partner; or
- a member of your family who is aged 60 or over; or
- a member of your family who is aged under 16 and you are responsible for his/her care; or
- a member of your family who is ill or disabled (this means they are receiving or could be receiving a disability benefit).

We will ignore the value of your property if your stay in a home is only temporary and we expect that you will return home.

If you do enter permanent care we will disregard the value of your home for up to 12 weeks. During this time you will only pay a contribution towards the care based on your income and capital and we will ignore the value of your home. If you sell your home during these 12 weeks you must inform the Finance Assessments & Benefits Advice Team as this will affect your contribution.

If you do not have the income and savings to pay the full cost you may apply for the Authority's Deferred Payment Scheme. Details of the Deferred Payment Scheme are given separately within our Financial Information Sheet 2: Deferred Payment Scheme. Information will be sent to you when you are financially assessed if this is applicable.

Under the Deferred Payment Scheme you will pay an amount that we assess you are able to pay. The difference between the amount you pay and the full cost will then need to be paid to the Council when the property is sold or the agreement ended.

The Council will put a legal charge on the property to secure any debt as part of this agreement. You must take independent legal and financial advice if you apply for this scheme.

How am I told about my contribution?

We will complete the financial assessment and tell you what your contribution will be when we have your financial details. If we have any further queries we will contact you to request additional information. We will then send you a letter explaining your assessed contribution.

If you disagree with the assessment, or if any of the details are incorrect, or have changed, you must contact the Finance Assessments & Benefits Advice Team. The telephone number and the name of the person you should contact will be detailed on your assessment letter.

Once we have notified you about the contribution you must inform the Finance Assessments & Benefits Advice Team of any changes to your income or capital while you are receiving care, as any changes may affect your contribution.

We will send you a statement on a four-weekly basis detailing the weekly contribution and the date this is due for payment. We send the statements four-weekly in arrears.

Payments may be made by cheque or standing order.

How will my care home be paid?

The Council will agree the weekly fee, if the care home is privately run, and pay the fee in full on a regular basis direct to the care home. This amount will be detailed on your Individual Placement Agreement.

Each year we decide what level of fees we can meet for a care home placement. This fee, or "usual cost", is the amount paid to the Care Home to meet your needs and is made up of both the council's contribution and your assessed contribution.

Third Party Contributions

If the home costs more than the Council would normally pay another person or organisation may agree to pay the difference between the actual cost and the usual amount the council will pay. This is called a Third Party Contribution.

You cannot use your own resources to pay towards a Third party contribution, except in the following circumstances:

- if you own a property and it is being disregarded for up to 12 weeks for financial assessment purposes; or
- if you own a property and have a Deferred Payment Agreement with the Department.

These exceptions are also subject to certain provisions detailed in the charging guidance.

Charging Guidance

The guidance that all local authorities use when assessing a contribution towards care is called the Charging for Residential Accommodation Guidelines and is published by the Department of Health.

A copy of the guidance can be found on the Department of Health website:

www.dh.gov.uk

Contacting Us

If you have a query about the guidance we use to assess your contribution, or about the calculation of your contribution, you should contact the person on the telephone number given on your financial assessment notification letter.

Alternatively you can write to the Finance Assessments & Benefits Advice Team, Warwickshire County Council, 3rd Floor, Warwick House, Wheat Street, Nuneaton. CV11 4AJ.

If you have a question about your services, contact your local Adult Social Care team office. The address is in your Care Plan.

If you have a question about your statement, or about making a payment, contact the Money Management & Income Control Team on the telephone number given on your statement, or you can write to the Money Management & Income Control Team, Warwickshire County Council, 3rd Floor, Warwick House, Wheat Street, Nuneaton. CV11 4AJ.

Comments and Complaints

If you want to comment or complain about the services you receive, please telephone 01926 414102 (includes text phone) or you can write to the Customer Relations Team, PO Box 9, Shire Hall, Warwick. CV34 4RR.