

**Bury Council, Dept for Communities and Wellbeing**

Town Hall  
Knowsley Street  
Bury BL9 0SW

Bury   Prestwich   Radcliffe   Ramsbottom   Tottington   Whitefield  
Bury Council

**April 2014 - March 2015**

*A Guide to*

# **Charges**

**for Care in Residential  
& Nursing homes**



DEPT. FOR COMMUNITIES AND WELLBEING

**Bury**  
COUNCIL

## **RESIDENTIAL AND NURSING CARE**

**If you would like to ask any questions, please contact the the Personalisation and Support Business Team on either 0161 253 5420, 0161 253 5416 or 0161 253 7449 – we will be happy to help you.**

**THE CHARGES QUOTED IN THIS BOOKLET ARE THOSE IN EFFECT FROM APRIL 2014.**

### **Introduction**

A social worker will assess your care needs, and help you and your family to decide how best to meet these needs. This may be in a residential or nursing home run by either the Local Authority (for short or respite stays) or a privately run home (for longer and short term stays).

You should not make your own arrangements to go into a residential or nursing care home unless your financial circumstances are sufficient to fully cover the cost of the homes fees. The home may wish to charge a higher fee than they would if the placement was contracted with Bury Council, Dept for Communities and Wellbeing. It is always worth negotiating and we recommend you get your agreement in writing.

This leaflet explains the fees and charges. All situations are different and you may want to seek advice on specific matters. These charges are determined by the Department of Health using the "Charges for Residential Accommodation Guidelines" (CRAG). The Local Authority has a Statutory Duty to charge for all periods of stay in residential care.

### **Declaration of Information**

When asked to provide financial information you must give full and accurate information. It is an offence to give false information or to withhold information with the intention of avoiding or reducing a liability to pay for services that you would otherwise have to pay for. Bury Council will prosecute any person found to have withheld

information or who has given false information. Those who hold a Power of Attorney or complete the form on behalf of a relative may also be prosecuted in such circumstances.

### **If you have savings over £23,250**

If your savings or other capital are over £23,250 you will pay your own fees. This is called "self-funding". You will not be entitled to any help from Bury Council, Dept for Communities and Wellbeing to pay your fees. You will still be entitled to receive the care needs assessment and social work advice and support even if you are a self-funding resident.

Your savings and capital could include all money held in a Bank or Building Society, any Stocks and Shares, National Savings, Investment Bonds, Premium Bonds, ISA's and any property value. Further details about property are included later in this booklet.

**When your savings or other capital falls to £23,250 you should contact Bury Council, Dept for Communities and Wellbeing on 0161 253 5151 to apply for future help towards the homes fees.**

**NOTE:** If you are paying for yourself you will be entitled to carry on receiving Disability Living Allowance (Care) or Attendance Allowance.

### **If you have savings under £23,250**

If your savings or other capital are under £23,250 we may be able to help you pay the fees. You will be asked to provide details of your financial circumstances to enable a financial assessment to be carried out to decide how much you have to contribute towards the fees. This is called a "client contribution".

### **How much does Bury Council, Dept for Communities and Wellbeing pay to the Homes?**

A rate is set that Bury Council, Dept for Communities and Wellbeing will pay up to for care in a privately run home. This is called "the level of Funding". The rates for 2014/15 (subject to an ongoing review) are;

## RESIDENTIAL AND NURSING CARE

Category	Residential	Nursing
Mental Illness (under 65)	£392.17	£436.57
Drugs/Alcohol dependence (under 65)	£392.17	£493.75
Learning Disability (under 65)	£392.17	£493.75
Physical Disability (under 65)	£392.17	£493.75

### Older People (age 65+)

Older peoples homes in the Bury area have a level of funding which is based on a quality rating of the home, and is as follows;

- Base Rate £380.67 per week
- Level A (Excellent) £411.88 per week
- Level B (Good) £401.48 per week
- Level C (Adequate) £380.67 per week
- Level D (Poor) £360.89 per week

If you are assessed as needing Nursing Care the Funded Nursing Care Allowance is paid by the Clinical Commissioning Group (CCG) on top of the above rates, and paid direct to the home.

The standard charge in a Local Authority home is £503.67 per week.

All the above funding rates are reviewed annually.

If the home you choose is in another local authority area, Bury Council, Dept for Communities and Wellbeing will pay up to the agreed Local Authority standard rates for that area.

### What if the home charges more than the Bury Council, Dept for Communities and Wellbeing maximum?

If the home you choose charges more than the above rates, you will need to get a relative, friend or charity to pay the difference between Bury Council, Dept for Communities and Wellbeing rates and the cost of the home. This is called a "third party top-up". The resident is not liable for these charges and must not pay this top-up. The home should invoice the "third party" and the resident separately.

## Client Contribution Financial Assessment

The only people exempt from charges in residential and nursing home care are those who have been discharged directly from hospital under Section 117 “after care Services” of the 1984 Mental Health Act, after being formally detained under Section 3 or 37 of the 1984 Mental Health Act.

**All other residents will have to pay a client contribution towards the fees.**

**This includes younger adults (age 18+) who may receive some Bury Council, Dept for Communities and Wellbeing funding towards the cost of a placement in a residential school or college.**

There is a standard minimum charge which for 2014/15 is £88.70 per week.

The financial assessment will take into account only **your** income, savings and capital, and any property you may own. This includes an equal share of any jointly held savings, capital and property.

Failure to disclose and provide the required financial circumstances information will result in the funding assistance application being withdrawn and the full cost of the placement should be paid direct to the home you choose.

## Income

*This includes;*

- Pensions – state retirement, works pensions, and private pensions,
- Pension Credit,
- Income Support,
- Any other regular income.
- A “tariff income” will be calculated on savings and capital you have.

## Tariff Income

The first £14,250 of any savings and capital is not counted. A tariff income will be calculated on the remaining balance up to £23,250, at £1.00 per week for each part £250.00.

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Example; Capital held amounting to £18,235.62 minus £14,250.00 = £3,985.62 / 250 = £15.94, which means the tariff income charge will be £16.00 per week.

**NOTE:** The calculation we make is different to that calculated for Pension Credit. The capital allowance levels are also different to those used for Income Support, Pension Credit and Housing Benefit.

### Disregards

*The financial assessment **excludes**;*

- A personal allowance of £24.40 per week,
- Up to £5.75 per week of any Savings Credit of Pension Credit payments,
- £10.00 of any War Disablement or War Widows Benefits,
- Disability Living Allowance (Mobility)
- Disability Living Allowance (Care)/Attendance Allowance, but the entitlement to this benefit ceases after 28 days unless you are a "self-funder".
- 50% of any occupational pension can be disregarded if paid to a spouse remaining at home, but this may effect their entitlement to claim benefits.

### Property

The financial assessment will include the value of your house after the first twelve weeks of your admission.

You will be given an opportunity to agree to join a "Deferred Payments Scheme". This allows part of the assessment to be deferred until the house is sold, when money will be available to pay the charges. This involves Bury Council, Dept for Communities and Wellbeing placing a "Legal Charge" on the house. This means Bury Council, Dept for Communities and Wellbeing will subsidise your stay in the residential or nursing home until your house is sold. The money we pay for you will be legally recovered from the sale proceeds. You may wish to seek legal advice about this matter.

You will be expected to pay the full charges if you do not wish to join the "Deferred Payments Scheme".

*The value of your house is **excluded** if;*

- your stay in the residential or nursing home is temporary, e.g. for respite or short stay, or
- your spouse or partner lives in the house, or
- a relative who is in receipt of any disability benefits lives in the house, or
- someone over the age of 60 years lives in the house, or
- a young person aged 16 years or under who you are responsible for lives in the house.

**NOTE:** We may not take into account the value of your house if a carer lives there. However, it is possible that the Department for Work and Pensions may take the house into account and this could effect your Income Support or Pension Credit entitlement.

If the person living in your house moves or dies we should be informed, as at this stage the financial assessment will include the value of the house.

If you have other property such as a second house the financial assessment will include the value of this house.

## **Deprivation of Capital or Property**

If you have disposed of an asset, e.g. given it away, deliberately to reduce the amount you have to pay, Bury Council, Dept for Communities and Wellbeing is legally able to assume you still have the asset. We could assess the amount you pay as if you still had the capital or property. Each circumstance is looked at individually. There is no time limit on the disposal of assets.

## **If you need to go into hospital whilst living in a care home**

If you receive DWP benefits such as State Retirement Pension, Pension Credit or Income Support these will no longer be reduced to a lesser amount.

If Bury Council, Dept for Communities and Wellbeing are contributing towards the funding of your placement we will continue to pay the care home for your room. You will continue to be charged the client contribution whilst the care home placement is being held for you.

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If you are self-funding the care home should advise you of the charging arrangements during your absence. There should be a record of these arrangements in the terms and conditions that you receive when you move into the home.

### What about my partner/spouse at home?

Once you have gone into a residential or nursing care home your partner/spouse may be entitled to benefits like Pension Credit, Housing Benefit and Council Tax Benefit.

### Respite / Short Stay

If you are assessed as needing a respite or short stay placement in a residential or nursing home, the charges are calculated in a similar way. If you intend to have a series of respite stays the financial assessment will be carried out once and will remain effective for that financial year.

Additional allowances may be made for any fixed housing costs you may have or your share of these costs, e.g. net rent after Housing Benefit, Mortgage, Water Rates, Council Tax, and Buildings Insurance. You will be asked about these expenses as part of the financial assessment.

If you have a partner/spouse it may be better for you to have a joint rather than an individual financial assessment. To do this you would be asked to provide the financial circumstances of both you and your partner/spouse. The charge would be from the calculation which resulted in the lowest charge for you.

There is a standard minimum charge which for 2014/15 is £88.70 per week.

### Intermediate Care

IMC in Bury is a multi disciplinary rehabilitation and support service based within a residential setting. It aims to support people through active therapy or treatment to prevent unnecessarily prolonged hospital stays or admissions to either Hospital or long term Residential Care, by enabling people to maximise their potential to resume living at home.

If you are assessed as requiring IMC, you can stay for up to a maximum of 6 weeks or for as little as 2 weeks. The service is free of charge for the duration of your IMC stay

Assessment and therapy will continue during your stay in IMC, but once it is determined you have reached your maximum rehabilitation potential, your placement in IMC will end. At this point you will be financially assessed and will be liable to pay charges for any days you remain on the unit.

Following discharge from IMC, if you require a short stay; a period of respite to give your carers a break, or care in a residential or nursing placement, you will be financially assessed and charged for these services which will all be delivered at different locations to IMC.

## **Other Temporary Stays**

All other types of temporary stay in residential care are financially assessed in the same way as respite and short stays.

If you are assessed as requiring an Assessment bed and Convalescent bed, these are funded 50% by the Clinical Commissioning Group (CCG) and 50% by the Local Authority. As health services are free, you will only be assessed for a client contribution and charged on the 50% that the Local Authority fund.

- **Assessment Bed** – is a period of stay for a maximum of two weeks when a move into a permanent residential care placement is being considered. This will ensure that all alternative options have been fully explored before reaching this life changing decision.
- **Convalescence Care** – is a period of stay for up to six weeks when you are not ready to take part in IMC or the Reablement programme. This could be due for example, to an unstable fracture or you are not able to weight bear.

## How do we calculate the Client Contribution Financial Assessment?

All your weekly income will be added together, including the weekly tariff income amount. The relevant weekly disregards will be deducted. The remaining figure is the amount that you are assessed to contribute.

You will receive a letter of notification of these charges including a breakdown of how the charges have been calculated.

The client contribution financial assessment is reviewed annually. However, you can and should request a re-assessment of charges at any time if you think that your circumstances have changed.

### Example One;

Mrs Hill is aged 86 and lives in a privately run residential care home with a Care Quality Commission rating of good.

<b>Income</b>	<b>Per Week</b>
Retirement Pension	£135.43
Pension Credit (savings credit)	£13.25
Pension Credit (guarantee credit)	£5.92
"Tariff Income"	£NIL
<b>Total</b>	<b>£154.60</b>

<b>Capital</b>	
Barclays	£7964.64
Barclays	£479.22
Barclays	£243.80
<b>Total</b>	<b>£8687.66</b>

<b>Disregard</b>	<b>Per Week</b>
Personal Allowance	£24.40
Savings Credit Disregard	£5.75
<b>Total</b>	<b>£30.15</b>

<b>Client Contribution</b>	<b>£124.45 per week</b>
<b>Adult Care Services Contribution</b>	<b>£277.03 per week</b>
<b>Level of Funding</b>	<b>£401.48 per week</b>

### Example Two;

Mr Barlow is aged 92 and lives in a privately run residential care home with a Care Quality Commission rating of excellent.

<b>Income</b>	<b>Per Week</b>
Retirement Pension	£128.72
Occupational Pension	£164.40
"Tariff Income"	£8.00
<b>Total</b>	<b>£301.12</b>

<b>Capital</b>	
Halifax	£426.70
Halifax	£15,763.73
<b>Total</b>	<b>£16190.43</b>

<b>Disregard</b>	<b>Per Week</b>
Personal Allowance	£24.40
Savings Credit Disregard	£ 5.75
<b>Total</b>	<b>£30.15</b>

<b>Client Contribution</b>	<b>£270.97 per week</b>
<b>Adult Care Services Contribution</b>	<b>£140.91 per week</b>
<b>Level of Funding</b>	<b>£411.88 per week</b>

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### Example Three;

Mr Wilson is aged 36 and lives in a privately run residential care home for people with Learning Disabilities.

<b>Income</b>	<b>Per Week</b>
Severe Disablement Allowance	£75.83
Income Support	£28.42
<b>Total</b>	<b>£104.25</b>

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<b>Capital</b>	
Abbey National	£3,735.36
<b>Total</b>	<b>£3,735.36</b>

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<b>Disregard</b>	<b>Per Week</b>
Personal Allowance	£24.40
<b>Total</b>	<b>£24.40</b>

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<b>Client Contribution</b>	<b>£79.85 per week</b>
<b>Adult Care Services Contribution</b>	<b>£503.73 per week</b>
<b>Level of Funding</b>	<b>£583.58 per week</b>

### Example Four;

Miss Kelly is aged 19 and lives in a residential college placement for young people with Learning Disabilities. Adult Care Services are only contributing towards the residential care cost of this placement.

<b>Income</b>	<b>Per Week</b>
Employment Support Allowance (basic)	£72.40
Employment Support Allowance (support group)	£35.75
Income Support (enhanced disability premium)	£ 15.55
<b>Total</b>	<b>£123.70</b>

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<b>Capital</b>	
Abbey National	£3,735.36
<b>Total</b>	<b>£3,735.36</b>

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<b>Disregard</b>	<b>Per Week</b>
Personal Allowance	£24.40
<b>Total</b>	<b>£24.40</b>

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<b>Client Contribution</b>	<b>£99.30 per week</b>
<b>Adult Care Services Contribution</b>	<b>£99.24 per week</b>
<b>Level of Funding</b>	<b>£198.54 per week</b>

### How can you pay these charges?

If the residential home you choose is owned by the Local Authority you will be sent an invoice from Bury Council, Dept for Communities and Wellbeing at the end of the stay or for longer stays every four weeks covering a four-weekly period in arrears.

If you choose a residential or nursing home which is privately run, they will invoice you direct for your client contribution. This will vary from home to home. You will need to discuss these arrangements direct with the home. We will pay our share direct to the home.

If you have a property you will receive invoices from Bury Council, Dept for Communities and Wellbeing covering a four-weekly period in arrears for the debt based on the property value. If you have signed into the "Deferred Payments Scheme" these will be paid from the proceeds of sale when available. You will still be required

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to pay the weekly client contribution financial assessment based on your income and other capital, in the usual way.

If you have not signed into the "Deferred Payments Scheme" you will have to pay these invoices in full straight away.

**It is important not to ignore any invoices.** As bills add up it will be harder to work with you to find a solution. We have a duty to collect all arrears. Circumstances of non payment or refusal to pay may be prosecuted as an offence of Fraud.

### You can pay Bury Council, Dept for Communities and Wellbeing Invoices;

The back of the invoice will provide full details of the methods of payment accepted. These are;

#### **DIRECT DEBIT**

Provided that you have a bank or building society account you should be eligible to pay this way. A simple instruction is given to your bank or building society who then ensure that the appropriate amount is transferred from your account to the Council when it is due. You will be notified in advance by the Council of the payments and the due dates. If any error is made, you are guaranteed a full and immediate refund from your bank of the amount paid. If you wish to pay by this method please telephone **0161 253 5056**.

#### **DEBIT or CREDIT CARD**

*(Visa Credit, MasterCard, Visa Electron, Visa Debit or Maestro)*

24 hour automated telephone service **0161 253 7917**

24 hour internet payment facility using our secure card server at

**www.bury.gov.uk**

**Please note that if you pay by credit card you will also have to pay the bank commission charge of 1.3%.**

#### **BACS OR INTERNET/TELEPHONE BANKING**

Direct to our bank Co-operative Bank PLC, 1 Balloon Street, Manchester, M60 4EP. Sort Code **08-92-30** Account Number **61492987**. Please ensure that you quote your invoice number as shown on the front of this invoice or send a payment advice to the Income Section, Room 35, Town Hall, Knowsley Street, Bury, BL9 OSW (Email **income@bury.gov**)

## POST OFFICE

You can use the bar coded invoice at any Post Office free of charge. Cheques should be made payable to POST OFFICE LTD.

## PAYPOINT OUTLET

Use the bar coded invoice at any PayPoint outlet free of charge by cash or debit card.

## POST

Please cut off the payment slip at the bottom of this invoice and send it together with your payment to the **Payments Office, Town Hall, Knowsley Street, Bury, BL9 0SW**. Cheques should be made payable to **Bury Council**. If you require a receipt please send in the whole of the invoice together with a stamped addressed envelope. Cash or Notes should not be sent through the post.

## PERSONAL VISIT

- Bury Town Hall, Knowsley Street 9.00am – 4.30pm Mon to Fri
- Prestwich, Longfield Centre 9.00am – 4.30pm Mon to Fri  
(by cash, cheque, debit or credit card) (closes at 1.00pm on Wed)
- Radcliffe, 7 Whittaker Street 9.00am – 4.30pm Mon to Fri  
(cash only via automated payment kiosk)

## LIBRARY PAYMENT SERVICE *(cheque, debit or credit card only)*

Available during the library's opening times, including evenings and weekends

- Bury Central Library, Manchester Rd Mon to Sat
- Radcliffe Library, Stand Lane Mon to Sat
- Prestwich Library, Longfield Centre Mon to Sun
- Whitefield Library, Pinfold Lane Mon to Sat (closed Wed)
- Tottington Library, Market Street Mon to Sat (closed Wed)
- Ramsbottom Library, Carr Street Mon to Sat (closed Wed)
- Unsworth Library, Sunnybank Road Mon to Sat (closed Wed)
- Topping Fold Library, Topping Fold Rd Tues, Wed, Thurs & Sat