



Self Directed Support

moray



my choice
my support
my life

Self Directed Support, providing you with choice, control and flexibility over your support package



the moray council

What is Self Directed Support?

Self Directed Support puts you in control by giving you a lot more say about the type of support you get. You can choose to spend your budget on the support you most need and prefer in order to live the life you want. It is a way of providing support to individuals eligible for community care services. Self Directed Support enables you to:

- Have more choice and flexibility
- Have money to buy your own care and support
- Choose care and support to suit and improve your lifestyle
- Manage your own support

Your social worker will tell you how much money you have in your individual budget. You can then plan and decide the best way to use it. You don't have to just spend the money on services. You might choose to spend some of it on buying the kind of services you already receive and the rest on new and different things that would make a real difference to your life.

You can choose how you would like your Self Directed Support to be delivered:

- The local authority can make a direct payment for you to arrange your own support;
- You can choose your support and the local authority makes arrangements for the provision on your behalf.
- The local authority selects and arranges the appropriate support on your behalf; or
- A combination of the above options



Choice
Control
Flexibility
Confidence

Financial Contribution

You may also be required to undertake a financial assessment in line with Moray Council Contributions Policy to establish whether you will be required to make a financial contribution towards the cost of your care and support.

Will you be eligible for Self Directed Support?

In order to receive *Self Directed Support*, you will need to be eligible for long term care and support. If you have never had a community care assessment and think that you may be eligible, please call our Moray Council Community Care Team for more information:



01343 563999

Moray Council eligibility criteria can be found through accessing the following link:

www.moray.gov.uk/downloads/file84910.pdf



Printed copies of the leaflets are available from council access points, libraries, GP practices and hospitals.

If you are the parent of a child leaflets relating to Self Directed Support for children can be accessed through your social worker.

How do you receive support through SDS?

There are seven simple steps to receiving your support through Self Directed Support:

1. Find out how much money is available for you
2. Make a plan showing how you would like to live your life and receive your support
3. Agree your plan with the important people in your life and your social worker
4. Arrange how you will manage the money available for your support
5. Organise your support
6. Live your life
7. Check how it worked

1. Finding out how much money you will receive

An assessment questionnaire is required to be completed either by yourself or with help from your friends, family or your social worker. The questionnaire looks at your needs and what support you already have. It will help you identify your strengths, priorities and personal goals and how you want to achieve them.

If you have a main informal carer, they will also have the chance to offer their ideas and opinions.

Your social worker will discuss your questionnaire and once finalised, you will then receive an indication of the individual budget you may receive to meet your agreed goals.

2. Making your plan

Once you have a general idea about your needs, your priorities and your budget, you will need to develop a plan. You should consider things like:

- What works and doesn't work in your life at the moment?
- What is important to you and what do you want to do with your life?
- What support do you need and want?
- How can you make these things happen?
- How can you keep safe?
- How can you make your own decisions?

Your family, friends, social worker or anybody else who supports you will be able to help you to write your plan.

Self Directed Support allows you to be very creative, so make sure you take time to think about all the different ways that you can improve your life.

3. Agreeing your plan

Your plan will state your goals or outcomes which are most important to you. Once you have made your plan, it has to be agreed before you get your individual budget.

For your plan to be agreed it must answer the following points:

- What your personal goals are
- How will you achieve your goals
- The things that you can do
- The main risks and how you will manage them
- How you wish your budget to be managed
- Who will provide your care or support
- Any backup plan or contingency

Direct Payments

A direct payment is money paid to you so that you can arrange and purchase your own support. Direct payments can be used to meet your agreed goals and outcomes.

For example:

- You can employ your own carer (not a close relative)
- You can contract directly with an agency of your choice
- You can purchase other community based activities
- You can purchase respite or a short break
- You can purchase equipment or adaptations

To receive a direct payment you must open a separate bank account and keep records of your expenditure. Alternatively a managed account provider can open an account, make payments and keep records on your behalf. The Moray Council will monitor how you have spent your money and how the spending relates to achieving the goals in your plan.

If you choose to employ a personal assistant or carer, then you should be aware that you take on the responsibility of becoming an employer.

You cannot employ a partner or close relative. However, The Moray Council can give permission to allow you to employ a close relative in some situations if they believe that this is necessary to meet your goals.

Here in Moray, we have a direct payment advisor who can support you with the recruitment process. Also, through your employer's liability insurance you have access to a 24 hour Employment Law Specialist who can offer advice on all employment issues.

If you are not eligible to receive a direct payment you still have all the other self directed support options available to you.

For more information about direct payments, please contact your Social Worker or the Self Directed Support Team on 01343 567080.

4. Managing your money

Once your plan has been agreed, you will then be allocated an individual budget. This budget must be used to help you achieve the outcomes specified in your plan.

There are different ways to look after the budget:

- *Option 1*, the local authority makes a direct payment to you for you to arrange your own support (see section below on direct payments);
- *Option 2*, you can choose your support and the local authority makes arrangements for the provision on your behalf;
- *Option 3*, the local authority selects and arranges the appropriate support on your behalf; and
- *Option 4*, a mix of options 1, 2 and 3 for specific aspects of your support.

5. Organising your support

To help achieve your goals or outcomes, you can organise your own support by:

- Asking an organisation that provides care to arrange the type of personalised care that you want
- Paying a third party to organise your support for you
- Employing your own staff
- Asking your social worker to arrange care and support for you

This is a big decision. People who can help you to decide the best option for you are:

- Your friends and family.
- A service provider or organisation (a group of people who run services) that will keep your money and use it just for you.
- A person acting with power of attorney or a guardian (under the Adults with Incapacity (Scotland) Act 2000).
- A Trust: a group of people who the law says can look after your money.
- Your social worker.

6. Living your life

Self Directed Support is all about living your life your way and finding the right solutions for your particular needs. You can use your individual budget to help you get the life that you want.

Self Directed Support is very flexible. Remember that you don't have to spend the money on services; with your social workers approval, you can choose to spend some of it on a wide range of other things that will make a big difference to your life.

7. Checking how it worked

You will meet with your social worker at least once a year to check how things are going, but you can ask for a meeting at any time.

Your social worker needs to know how your plan is working and if in receipt of direct payments, how effectively you are spending your money. If you receive a one-off payment through Self Directed Support we will do a simple check to see how well things worked for you.

Your Notes

Questions and Answers about Self Directed Support

Will I have to make any contributions towards my funding?

You may do. Part of the calculation to decide your individual budget will include a means-tested financial assessment to see if you have to make any contribution towards your care and support.

Will I be accountable for the use of the money?

Yes, if you have chosen to take your individual budget as a direct payment.

Will my other benefits be affected?

No. Any funding you receive as part of your individual budget is for your social care support and is not treated as a benefit or as income.

What if my needs change?

If your needs change significantly, you should request a review. You will be reassessed and, if appropriate, your individual budget will be adjusted to meet your change in need.

Self Directed Support Useful Contacts

The Moray Council, Self Directed Support Worker:

01343 567080

The Moray Council, Access Care Team

01343 563999

The Direct Payment Advisor,

01343 567144

Employment Law Specialist:

0844 892 2480

Advocacy North East:

01343 559649

