

# Personal health budgets

## What is a personal health budget?

A personal health budget is an amount of money provided to meet your assessed health and wellbeing needs.

A personal health budget makes it clear to you how much money is available for your care and support.

## Why use a personal health budget?

You will be able to have more choice and control over how your health needs are met and who you want to support you. You can find creative solutions that may not have been available in the past.

## Who can have a personal health budget?

You can have a personal health budget if:

- You are eligible for NHS Continuing Healthcare or
- You are eligible for joint funding from health and social care

## Steps to having a personal health budget

### Step 1- Assessment

A continuing care health professional will undertake a health needs assessment and use a Decision Support tool to see if you are eligible for fully funded continuing care. If you are not entitled to fully funded continuing care, the assessment may result in joint funding from health and social care.

### Step 2 – Calculating your indicative budget

The result of your assessment will be used to calculate your indicative budget. This is an estimate of how much money you will need to

arrange the care and support to meet your health needs. It is not a fixed amount, or a target, but a guide to make it easier to plan the care and support you want.

### Step 3 – Writing your support plan

This is when you have the opportunity to plan in partnership with the NHS how your health and wellbeing needs can best be met. You will be able to choose who you want to help you write the support plan. It can be written by you, by family or friends, by a health professional or social worker. Our personal health budget co-ordinator can also help you. The plan should clearly show:

- Who you are
- What you would like to achieve
- What things you would like to change or keep the same
- How your health needs will be met
- What support you will need to keep you healthy and safe
- How you will spend your budget

Your support plan should also show if there are any risks and how they can be minimised. At the end of the support plan there will be a clear action plan of what needs to happen, who will do it and by when.

### Step 4 – Managing the money

Your support plan should show how you are going to manage the personal health budget. Personal health budgets can be managed by one or a mix of a:

#### Direct payment

You receive the money in a separate bank account to buy the services/care you and the CCG agreed in the plan. You will have to keep

monthly records of what you spend and keep all receipts.

### **Budget held by a third party**

An organisation holds the budget for you. This means you do not have to deal with the money yourself and the organisation pays for your care/services on your behalf. They might also take care of the payroll if you are employing your own carers.

### **Notional (managed) budget**

The NHS will hold the budget and buy any approved services/care chosen by you on your behalf. It is not possible to employ your own staff using this type of budget.

### **Step 5 – Approving the support plan**

Every support plan has to be approved by the NHS. There are some things that you will not be able to spend the personal health budget on. If the plan is not agreed then you will be told why and the changes that need to be made.

### **Step 6 – Organising support**

Once your support plan is agreed, your support and services need to be put into place. The personal health budget co-ordinator or your social care worker can help you with this.

### **Step 7 - Review**

After 3 months, you will have a review to ensure everything you need is in place and working well for you. There will always be a review after 12 months but you can ask for a review at any time.

### **Contact information:**

For more information on personal health budgets contact the Personal Health Budget Co-ordinator at CityCare

**Telephone:** 01623 785425/01623 785410

### **Unhappy with your NHS services?**

We want to make it easy for you to contact us if you have a complaint, a compliment, a question, comment or suggestion. You can do this anonymously or through our Customer Care Team.

For feedback, comments or complaints that need a reply, contact the customer care team directly or via email:

**Telephone:** 0115 883 9654

**Email:**

[customercare@nottinghamcitycare.nhs.uk](mailto:customercare@nottinghamcitycare.nhs.uk)

*NB- If you wish to provide your feedback to the Clinical Commissioning Group (commissioner) rather than directly to the provider please contact the Patient Experience Team on*

**Telephone:** 0800 028 3693

**E-mail:**

[pet@nottinghamnortheastccg.nhs.uk](mailto:pet@nottinghamnortheastccg.nhs.uk) (South)  
or [NSHCCG.Pet-North@nhs.net](mailto:NSHCCG.Pet-North@nhs.net) (North)