

Looking after someone

Information and support for carers in **Scotland**



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About this guide

Every year over 160,000 people in Scotland become carers, looking after family or friends who are older, disabled, have long-term conditions or are seriously ill.

COVID-19 support

For the latest updates, please see our **A-Z of changes to benefits, assessments and support – COVID-19**.

You can find our guidance at:
**carersuk.org/coronavirus and
carersuk.org/covid-19-advice-scotland**



At times, caring can bring many positives and rewards. There's nothing more natural and human than helping our loved ones get the most out of life.

There's also nothing more difficult than focusing on someone else's needs without neglecting our own. Whether we're caring around the clock or balancing caring with work and family life, it can be exhausting.

The 'system' can be bewildering. The emotions can be shattering.

Carers Scotland is here to give you expert information and advice, to champion your rights and to support you in looking after your loved ones without putting your own life on hold.

This guide is designed to outline your rights as a carer and the support available to you.

Whatever challenges caring brings you, Carers Scotland is in your corner.

However caring affects you, we're here.



This icon means there is a factsheet available which you can download from our website or purchase a printed copy at our online shop shopcarersuk.org or call Carers Scotland on 0141 445 3070

A carer's guide

Looking after someone can be tough. Here are 10 of the key challenges that caring can throw your way...

1

Getting the right advice and information... quickly!



Caring can be extremely complicated, whether we're grappling with the benefits system or considering how to pay for care. Each strand is confusing but when all the strands are tangled, it can feel bewildering. Turning to an expert can help to unravel the most complex situation.

"I was on the verge of a breakdown, and my family life was almost in crisis. I contacted the Carers UK Helpline and you gave me vital information that empowered me to challenge and win my case with my council."

2

Coping with feelings of guilt

When we're looking after someone, it's important to accept that guilt is normal and that we only feel it because we care. Being able to talk to people who understand what we're going through and how we feel can help us handle our feelings of guilt better.

"After the diagnosis, I was consumed with the thought that I could have done more. Why didn't I recognise the signs? I now accept that what has happened isn't anyone's fault.

So now I don't say I feel guilty, I say I feel sad – an easier emotion to cope with."



3

Being assertive with professionals

Looking after someone will often involve dealing with several different professionals. When we feel a professional has not explained things clearly, does not see the whole picture or perhaps is not doing what they should do, it can be hard to speak up. However, that is exactly what we need to do. And this starts with valuing ourselves and our caring role.



"The doctors discussed his condition with me and agreed that we should implement a care plan to give dad a dignified and pain-free death. They asked if I wanted to talk to Dad about it, and I did."

4

Handling difficult conversations

Even a tricky conversation with professionals can be a breeze compared to having to deal with family and friends. We may have to ask a sibling to be more supportive, remind a friend that we still exist or talk gently to a parent who doesn't accept that they can't live independently any longer. This takes courage, bags of patience and tact. Talking it through with people outside the situation can make a world of difference.

"We put off talking about mental capacity with my grandmother. Having these difficult conversations early is far preferable to leaving it too late and having other people make decisions about the future."



6

5

Looking after our own health and wellbeing

As carers, we may have immediate needs such as taking breaks, getting sleep, eating properly or exercising. We may have longer-term needs such as building fulfilling relationships, pursuing hobbies or developing careers. Caring always involves an element of putting our own needs aside. However it's important that we look after ourselves too, so we can keep going as carers, and because we are individuals whose needs are just as valid as those of our loved ones.



"I never took a break – I look back now and wish I had been stronger to let others help care for Mum. After years of hardly any sleep and no break, I seem to be constantly poorly and my immune system is at a low."

6

Noticing when we're too stressed

Stress can alert us to potential dangers and spur us on to achieve a goal.

However, sometimes the balance tips too far and the pressure becomes so intense or persistent that we feel unable to cope.

As soon as we notice it getting too much, it's helpful to talk about how we feel rather than hoping the stress will go away.

"Sometimes stress and tiredness take their toll. One night we had a fight about nothing. At the time I didn't know what to do or where I could go for help. That's how it feels when we're under stress."



7

Making difficult decisions

There will be points when we are faced with a particularly emotional or difficult decision.

Sometimes it's a decision we have planned for, or at least held at the back of our minds. Sometimes it's completely unexpected and leaves us feeling out of control. Where we can, thinking about decisions in advance can help us keep a cool head when it comes to the crunch.

"It's better to be prepared and to do some research about different options, even if you're not sure what route you'll go down. I couldn't have selected the right care home whilst Mum was in hospital, in the middle of that stressful time."



8

Keeping relationships fulfilling



"I was suddenly juggling hospital visits, a full-time job and trying not to scream. I remember feeling I had lost all control over my life: that stroke had happened not just to Peter, but to both of us."

Caring for our loved ones can express the best of who we are, and can take a relationship to a profound new level. It can also push us to the brink through financial, emotional and practical strain. Illness can cast aside the best-laid plans and make relationships feel utterly different. What matters most is that there's a way for us to talk honestly and find help when we need it.

8

9

Adapting to changing circumstances

Whether we're looking after someone who's recovering or whose condition is deteriorating over time, caring inevitably involves adapting to circumstances.

Sometimes it's easy to focus on the practical details – the administration of care workers or move to the care home. Being able to stay attentive to our relationship with the person we're caring for in the midst of all that change is far from easy.

"There were times when it seemed that Dad was at death's door. But a couple of days later he was sitting up in bed, bright as a button. That really made the emotions difficult, constantly living on the edge."

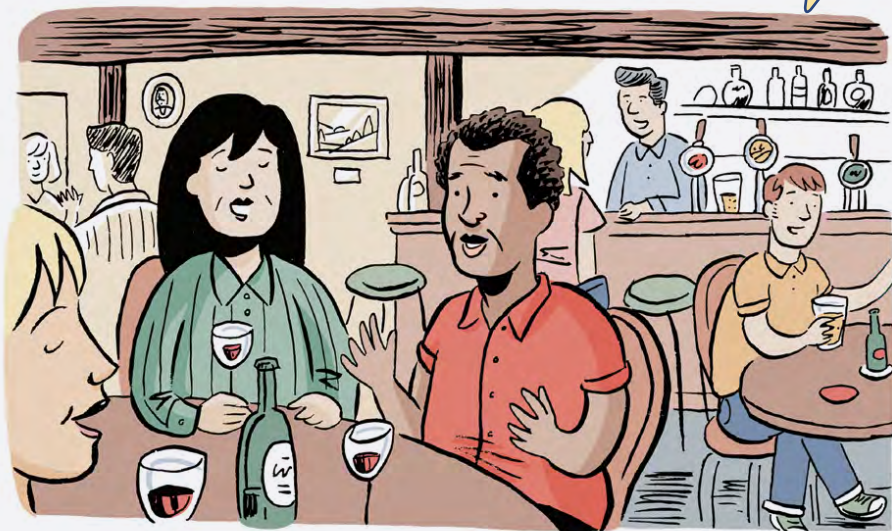


Nothing relieves stress and tension better than a good laugh.

Sometimes caring can feel a bit like starring in our own sitcom, and there's no shortage of comedy material. Other times we may need a bit of help finding something to laugh about. Either way, sharing experiences with other carers is often great not just for feeling listened to and understood but for finding the humour that can keep us going.

"Dementia is no laughing matter, but humour is my way of coping.

I treat most of Dad's outbursts as comedy gold for the book or the sitcom I'll never get round to writing!"



Join Carers Scotland for support, understanding and lasting change

However caring affects you and your family, we're here for you. By joining Carers Scotland, which is part of Carers UK, you can be part of a supportive community and a movement for change.

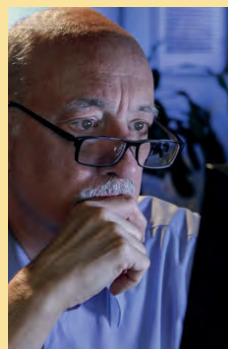
It's free to join us. Just visit carerscotland.org or call us on 0141 445 3070.



@carersscotland



/carersscotland



Getting help and support



Where to start

Caring can be hard work – physically and emotionally. It's important to find out about the different ways you can get help and support with caring.

One way to get help and support is through an assessment by the local authority. Both you and the person you care for can get assessments. This may result in help and support being provided to you as a carer and/or to the person you are looking after. For further information see pages 13-14.

For COVID-19 guidance, see: carersuk.org/covid-19-advice-scotland

You could decide to buy in additional help and support for the person you are looking after. One option would be to employ an individual or use a care provider such as a care agency.

If you are looking for care providers you could:

- ask the local authority if they have a list of approved care providers
- search on the Care Inspectorate website: careinspectorate.com/index.php/care-services/

- search on the Which? Later Life Care services directory: which.co.uk/later-life-care/care-services-directory

You can also find out about equipment and technology that could help make your home safer, your life easier and provide independence for the person you are looking after – see page 21.

Caring inevitably means adapting to changing circumstances, so it's important to think about the future. You may need to look into different ways of managing someone's affairs, either now or for the future – see page 16.

You could find out if you have a local carers organisation, and if so what support they offer to carers in the area. To find your local carers organisation visit carersuk.org/localsupport

Upfront is a free online tool that can help you get straight to the information you need.

Visit carersuk.org/upfront to give it a go!

Upfront



Just a few words...

...from a fellow carer who understands what you're going through can be a lifeline.



"I've realised that I am not alone in caring for a loved one... This is the only place I've found that can do that for me and I just wanted to say thank you."

Visit us today and see how sharing a problem or letting off some steam can make a world of difference.

carersuk.org/forum

Adult carer support plans and young carer statements

If you are a carer who appears to have a need for support, you should be offered an adult carer support plan by the local authority of the person you are looking after. If you are under 18 (or 18 if still at school) you should be offered a young carers statement by the local authority you live in.

If you are not offered a support plan/statement, you should contact the local authority and ask for one. You can have one of these no matter the amount of care you provide, your level of need or your financial means. Your support plan/statement should cover:

- your caring role and how it affects your life and wellbeing
- your feelings and choices about caring
- your physical and mental health
- work, study, training, leisure
- relationships, social activities and your goals
- housing
- planning for emergencies.

Following this, the local authority will decide if you are eligible for support. This can be provided to you and/or to the person you are looking after to reduce the impact of caring on you. Support could be provided by the local authority, by a voluntary or independent organisation in the form of a direct payment or a combination of these.

Some examples of the support you could get include: help to have a break from caring, gym membership, driving lessons or help with housework or gardening.

The local authority cannot charge you for any support you receive that has been identified within your support plan/statement. This includes replacement care for the person you care for to help you have a break from caring.

Even if you are not considered to be eligible for support, the local authority must provide you with information and advice on local services to prevent your needs from developing further. They may also offer training to help you care safely or emotional support.

For COVID-19 guidance, see carersuk.org/coronavirus and carersuk.org/covid-19-advice-scotland



For more on support plans, go to: carersuk.org/scotland/support-plans

Assessment for the person you care for

If the person you are looking after is an adult and appears to have a need for support, they should be offered a needs assessment by their local authority.

The person you are looking after can have an assessment no matter what their level of need or their financial means. If they are not offered a needs assessment, they (or you) should contact the local authority and ask for one.

The assessment will look at their physical, mental and emotional needs. You as a carer are entitled to be involved in the assessment.

Following the assessment, the local authority will decide whether the person you are looking after is eligible for support. Support could be provided by the local authority, a voluntary or independent organisation, or in the form of a direct payment.

Some examples of the kind of support the person you are looking after could get include: changes to their home to make it more suitable, a care worker to help with personal care, a place at a day centre or a temporary stay in residential care.

The local authority may charge for some of the support the person you care for needs eg, day centres or community alarms, depending on their financial circumstances. However, they cannot charge for any personal care support.

Each local authority has their own charging policy. You should be provided with a copy and it should be explained.

Even if the person you are looking after is not considered to be eligible for support, the local authority must still provide them with information and advice.



Read more at:
[carersuk.org/
needs-assessment](https://carersuk.org/needs-assessment)

See carersuk.org/scotland/free-personal-care for more details.

You can also find our COVID-19 guidance at:
carersuk.org/coronavirus and
carersuk.org/covid-19-advice-scotland

Note: Needs assessments are for adults (18+).

If you are looking after a child under 18 who is affected by disability, they can have a Children Act assessment from the local authority. A Children Act assessment will consider all the help that your child needs, the needs of any other children in the family and the help that you may need to care for your child. Visit carersuk.org/assessments-under-18 for more detailed guidance.

Coming out of hospital

Deciding to care, or continue caring, for someone who is coming out of hospital can be very difficult.

It is important to remember that it is your choice whether or not to take on a caring role.

Before the person you are looking after comes home from hospital, a discharge assessment should be carried out to see whether they need any support once they are discharged.

The NHS has a duty to inform and involve you in discharge planning.

This discharge assessment, which may involve a social worker or occupational therapist based at the hospital, should look at whether the person you are looking after needs:

- any intermediate or reablement care to help them recover
- any nursing care at home eg, a district nurse to change dressings or palliative care nursing
- any other NHS services
- any other community care services (see previous page) from the local authority.

You should also be offered an adult carer support plan or young carers statement to see whether you, as a carer, need support once the person you are looking after is discharged.

If you are not offered this, you should contact the local authority of the person you are looking after and ask for one.



Find out more at carersuk.org/hospital



Managing someone's affairs

You may want to help manage the affairs of the person you are looking after, or you may want to know how to plan for doing this in the future.

There are different ways of managing someone's affairs depending on whether the person you are looking after can currently make decisions for themselves (which is called having mental capacity) or whether they are unable to make some or all decisions for themselves (which is called lacking mental capacity).

If the person you are looking after has mental capacity but wants some help with managing their bank or building society account, they could make a **third party mandate**. This gives a specific person, such as you as their carer, authority to manage their account.

If the person you are looking after can make decisions for themselves at the moment but wants to appoint a specific person, such as you as their carer, to make certain decisions on their behalf, should the need arise in the future, they could give a **power of attorney** while they are still able to do so.

There are two types but you can also arrange a power of attorney document that covers both:

Power of attorney for property and financial affairs – bank accounts,

paying bills, collecting benefits/pensions and selling a home for example. It can be used before the person is unable to make their own decisions, if they so wish.

Power of attorney for welfare – decisions about your health and welfare including living arrangements, medical treatment and personal care.

If the person you care for lacks capacity and does not have a power of attorney, you can apply for guardianship to help with decisions about welfare and/or financial matters.

If the person you care for lacks capacity or is severely disabled and receives benefits, you may also be able to become a benefit appointee to act on their behalf with the DWP.

Find out more at carersuk.org/managing-someones-affairs

MyBackup

Our new contingency planning tool could help you prepare for the unexpected. Go to: carersdigital.org/mybackup

Taking a break

Caring for someone can be a full-time job so breaks are vital to your own wellbeing and quality of life.

With the added demands of caring during the COVID-19 outbreak, you may feel particularly run down and in need of a break, especially if the respite services you formerly used are no longer operating as before.

It's important to take time out even if it's just a day here and there. Think about the kind of break that you need as a carer and what kind of alternative care the person you are looking after needs.

There are different options for getting alternative care (sometimes called respite care) for the person you are looking after whilst you take a break:

- getting help from the local authority social work department via assessments (see pages 13–14)
- arranging care yourself (see page 11)
- support from friends or family
- some organisations provide break services for carers or for the person being looked after (or both).

If you want to go on holiday, either alone or with the person you are looking after, there may be some help you could get towards the cost. You could see if there are any local grants or schemes to help carers with the cost of a holiday and you could have a look through the list of organisations in our taking a break factsheet.



Find out more at carersuk.org/break-factsheet

Shared Care Scotland also have a wide range of information about breaks, including an online directory sharedcarescotland.org.uk.

“Catch up on sleep and give yourself time to think. When you’re caring there are often complex emotions to deal with and feelings of loss. There is no right way to use your time, just be gentle on yourself.”

Jocelyn's story

Jocelyn has been caring for her daughter, Amy, and her husband, Darran, for over 30 years. They believe breaks are essential.

“ When my daughter was four, she was diagnosed with a rare genetic condition called Trichothiodystrophy. This means that she has complex needs both physically and mentally. Several years later, my husband had an accident whilst working at the steelworks which resulted in him losing an arm and leg. This was life-changing for everyone. When I look back, I just think how did we get through that? Caring is not something you plan for. Truthfully, it was tough.

Having a break away allows you to be yourself for a while and enjoy the simple pleasures in life others can take for granted, such as going for a coffee or going to the cinema. It allows you to be free. You always feel lifted afterwards and it's important to just let go.

My idea of a break is to find a quiet place where I can be on my own for a couple of hours. It might involve taking the dogs for a walk or losing myself in a book. I like to visit art galleries and maintain hobbies I had before Amy's diagnosis and



Darran's accident, such as painting and drawing. I think it's important to retain some kind of identity because you can get lost in your caring role.

It's important to take time to recharge your body and mind. If you try to give without looking after yourself, you can run on empty. I've done that in the past and became very ill.

I got to a crisis-point where I was struggling and so I contacted Carers Wales – Beth's guidance made all the difference. It paid off as I was able to have a carer's assessment which helped me tremendously. Despite her limitations, Amy's enjoying her life to the full thanks to the direct payments we've received, which makes me happy.

My advice is don't be afraid, and really try to think of it as an investment for your own mental welfare. You have rights, and you can ask for help, and how to go about getting that help.

”



See carersuk.org/break for more information or email advice@carersuk.org

Jennie's story

Jennie cares for her three children who have complex needs. As an Enteral Nurse Specialist, she also looks after adults and children who are tube fed and provides training for their families.

Inspiringly, she's also a parent ambassador for Wellchild and runs a local rainbow unit.

“ I have three children with a mix of needs. We have challenges every day. Sometimes Jack, who's 17 and has ADHD and ASD, needs support and guidance to get dressed and washed, to take his meds and to eat. My 14-year-old, Olivia, is sometimes too dizzy to get up and function (she has Ehlers Danlos syndrome and postural orthostatic tachycardia syndrome). She can pass out up to three times a day with no warning.

Finley, my youngest, is an active 9 year old with hypotonia, hypermobility, and gut dysmotility. He is jejunostomy fed and his pump has been in the sea; it's been on a lake when he fell out of a canoe; it's been down the stairs. He has gone down a slide and left his whole tube at the top and pulled it right out.

If this happens, we have to go to hospital for Finley to be admitted for IV fluids until they can get it back in. He also has hearing loss, mast cell activation disorder and a cyst in his brain.



I am often busy chasing up hospital appointments and prescriptions, speaking to schools, doctors and chemists. All my children have medication at least twice daily. Even at bedtime, Finley needs someone next to him as he has reflux and can choke in bed. It is a full-time job and I'm lucky that my husband shares this responsibility with me.

I work 30 hours a week. I book time out for appointments when I need to. I do struggle sometimes; I'm tired and emotional and often don't get as much sleep as I should do. My health often takes a back burner. We have so many appointments to go to that I often put off my own. I have Ehlers-Danlos syndrome, which causes fatigue and joint pain, and asthma.

One of the important things as a carer is to find your people: people in similar situations to you. Carers UK, WellChild, Swan UK all have parents who get it. I've been lucky enough to work for Nutricia who have been supportive of my role as

a carer. I have had to be off work at a moment's notice and my team has always stepped up and covered my visits. Professionals often assume that everyone gets Carer's Allowance for caring when we don't

(I work and earn over the amount).

They also assume we get respite. It's a surprise to learn that everything is a fight. Every other carer in the same boat as us is a hero. ”

Carers UK is working in partnership with Nutricia to help improve understanding about nutrition and care.



Nutricia specialises in the delivery of advanced medical nutrition for the very young, the old and the sick. They supply high quality feeds, systems and support services to patients and healthcare professionals.

Mike's story

“ In 2012, I discovered Carers UK after being a carer for my father for more than five years. It was during this time that I was looking for organisations I could volunteer for to use my experience.

I am forever grateful to Carers UK for involving me. Being a voice for carers since then, I have never looked back because there are so many unidentified carers out there who are desperately seeking guidance and practical help. The thought of many unfound carers who are missing out on support simply because they don't consider themselves as carers, fills me up with the dedication, passion and drive to reach out, especially to those belonging to BAME and other marginalised and silent groups, such as the very young or



elderly carers, as well as working 'sandwich' carers.

This year, I got involved as a user representative and a voice of carers with CCG, NHS Trusts, local authority, GP practices, CQC, GM Cancer, GM Mental Health and other platforms events. ”

Interested in volunteering?

Contact volunteering@carersuk.org for more details.

Equipment and technology

Different types of equipment, adaptations and technology could help make your home safer, your life easier and provide independence for the person you are looking after.

Equipment could be purchased privately or you might be able to get help with the cost through the NHS or through assessments from the local authority, if they consider that the person you are looking after needs such equipment.

Minor adaptations (which means adaptations up to the value of £1,500) should be provided free of charge through assessments from the local authority, if they consider that the person you are looking after needs such adaptations. Adaptations that cost more than £1,500 could be paid for privately, or you could see if the person you are looking after can apply for a charitable grant to help meet the costs. You may also be able to get help from the local authority.

Care and Repair Scotland provide independent advice and support to older and disabled people homeowners to repair, improve or adapt their homes. Find out more at: careandrepairscotland.co.uk

Assistive technology can help people live independently in their own homes and give you, the carer, peace of mind.

Unobtrusive monitoring devices such as sensors can be positioned throughout the home. They can detect if there is a problem, such as a gas leak or fire, and the person you look after needs assistance. Wearable technology can detect falls or locate a person if they have wandered.

There are also ways of using technology to monitor a person's health remotely through equipment they have in their home. Conditions such as asthma, heart failure, diabetes, chronic obstructive pulmonary disease (COPD), stroke and hypertension can be monitored.

Everyday technology, such as the internet or your mobile phone, can take the stress out of a whole host of tasks such as shopping and coordinating care for the person you look after and can help them manage their own condition.

Find out more at carersuk.org/tech



Olga's story



22

“ When I first heard about Carers UK's Jointly app, I was juggling full-time work with caring for my parents. I was living 170 miles away from their home.

It was a complicated and stressful situation. My mum has a range of conditions, including osteoporosis and arthritis. My dad had been caring for her, until 2015 when he was diagnosed with lymphoma and needed care himself.

My siblings and I tried to coordinate it between us, taking turns to travel to their home to help around the house, cook meals and take them to appointments.

Jointly was an excellent way of making sure we had all the information we needed in one place. We only had to enter the information once and all of us

had access to it. Up until then we'd been trying to coordinate everything through email, phone calls and trying to share calendars.

Each time one of us took Mum or Dad to an appointment we would make notes in Jointly. The medication list meant we all had up-to-date information to share with the GP – which was essential when Dad was prescribed aspirin, which he wasn't allowed to have whilst on his cancer drugs.

Being able to look after my parents has been really important to me. I wanted to return the care and love they gave me during my childhood. After Dad passed away in 2016, my siblings and I have continued to share the care for Mum, and Jointly helps us do that.

”

Looking after someone?

Our *jointly* app can make your life easier



Looking after someone can be complicated. Jointly helps me stay on top of things and share information easily with everyone involved in sharing the care.

Jointly makes caring less stressful and a lot more organised.

Jointly is a mobile and online app designed to keep people connected as they share care.

It includes:

- Group messaging
- Task management
- Shared calendar
- Profile and contacts pages
- Medication manager.

Caring is easier when you do it *jointly*

jointlyapp.com

Developed by Carers UK



carersUK
making life better for carers

Your finances



Getting information on benefits

Since the COVID-19 outbreak, there have been a number of changes to benefits, assessments and support.

Find out more at carersuk.org/covid-19-a-z and carersuk.org/covid-19-advice-scotland

It is a good idea to get a benefits check to make sure you and the person you are looking after are claiming all the benefits you are entitled to. In addition, it is a good idea to get benefits advice if you or the person you are looking after have a change of circumstances. The change might affect your benefits, so it's important to make sure you make the right decision for your situation.

Although benefits can be complicated, they can increase your household income and can sometimes help protect your State Pension entitlement in the future.

The Carers UK website describes the main conditions for each benefit and we have produced factsheets with more detailed explanations. Some benefits and conditions are specific to Scotland, so where applicable we have separate information for these.

Find out more at: carersuk.org/benefits and on our Scotland website: carerscotland.org

The Carers UK Helpline can also help with questions that you have about benefits – email advice@carersuk.org or call 0808 808 7777.

You can get a personalised benefits check online. It will take about 20 minutes to complete. Visit carersuk.org/benefits-calculator

These online benefits check tools are not suitable for everyone. Special rules apply to some groups of people, for example: students, people under 18, people in permanent residential care, UK nationals who live abroad and people who are not British or Irish citizens.



Carer's Allowance

If you're looking after a family member or friend, you may be entitled to Carer's Allowance. For COVID-19 updates, see our A-Z of changes at: carersuk.org/covid-19-a-z

You may be eligible for Carer's Allowance if you meet all of the following conditions:

- you look after someone who gets a qualifying disability benefit – this includes the middle or the higher rate of the care component of Disability Living Allowance (DLA), either rate of the daily living component of Personal Independence Payment (PIP), either rate of Attendance Allowance, Constant Attendance Allowance (at a certain level) and Armed Forces Independence Payment (AFIP)
- you look after that person for at least 35 hours a week
- you are aged 16 or over
- you are not in full-time education
- you don't earn over £128 a week (after deductions)
- you satisfy UK presence and residence conditions.

If you are getting certain other benefits, including a State Pension, then you might not be able to be paid Carer's Allowance at the same time.

However, it might still be useful to make a claim and receive what is

called the 'underlying entitlement' to Carer's Allowance, even though you won't be paid the benefit itself. This is because this 'underlying entitlement' to Carer's Allowance can help to increase any means-tested benefits you might be getting (such as Pension Credit, Housing Benefit and Council Tax Reduction), or it could mean that you become entitled to means-tested benefits for the first time.

Claiming Carer's Allowance can sometimes have an impact on other benefits you receive, but this shouldn't put you off thinking about making a claim, as it can often increase your household income overall.

Claiming Carer's Allowance never reduces the amount of Disability Living Allowance (DLA), Personal Independence Payment (PIP), Attendance Allowance or State Pension that the person you are looking after gets. However it can sometimes affect any means-tested benefits they get.



Find out more at carersuk.org/carersallowance

Top tip: When claiming, if your circumstances change, you must always notify the Carer's Allowance Unit: gov.uk/carers-allowance-report-change

Carer's Allowance Supplement

The Carer's Allowance Supplement was introduced to meet the Scottish Government's commitment to increase Carer's Allowance to the level of Jobseeker's Allowance.

Carer's Allowance Supplement is only payable to carers who live in Scotland. The person you care for does not need to live in Scotland.

It is paid as a lump sum twice a year to people in receipt of Carer's Allowance on the qualifying dates. Carer's Allowance Supplement payments will each be £230.10 in 2020/21. Each payment covers six months.

In 2020/21, the first qualifying date was 13 April. In line with previous years, it is likely that the second qualifying date will be around 16 October.

Each payment is made in June and December, approximately two months after the qualifying dates. Carer's Allowance Supplement payments will continue to be paid every six months as long as you continue to qualify for Carer's Allowance. They will be uprated annually.

It is not paid to carers who do not receive Carer's Allowance but instead have an "underlying entitlement".

An underlying entitlement is where you are not being paid Carer's Allowance because another benefit is paid at a higher rate. This applies to, for example, the State Pension and Employment and Support Allowance.

Carer's Allowance Supplement is not paid by the DWP. It is paid separately by Social Security Scotland. You do not need to do anything. As long as you are in receipt of Carer's Allowance on a qualifying date, you will receive the payment automatically.

If you receive a payment for a six month period but your caring role ends before the six months are over, you do not need to repay this payment.

If you have have a backdated Carer's Allowance payment for a qualifying date, you'll get your Carer's Allowance Supplement payment with the next supplement payment. This may mean you get two payments at once.

Impact on other benefits

Carer's Allowance Supplement does not affect other benefits such as housing benefit, income support, universal credit or Council Tax reduction. You do not need to tell anyone about this payment for benefit purposes and it will not affect the amount of any other benefit you receive.

Carer's Allowance Supplement is not counted as income in calculating tax credits but Carer's Allowance itself continues to be counted as income.

Carer's Allowance Supplement is also not taken into account in income assessments for college student support. However, both Carer's Allowance and the Carer's Allowance Supplement are taxable, so you should let HM Revenue and Customs know about your Carer's Allowance Supplement as this may increase the amount of tax you need to pay.

Find out more:
carersuk.org/ca-supplement



Carer's Credit

Carer's Credit is a way of protecting your State Pension rights. It applies if you are looking after someone, but are not paying National Insurance contributions through paid work and are unable to claim Carer's Allowance.

You do not get paid any money if you claim Carer's Credit. However you get a National Insurance contribution credit to help protect your record (which helps to protect your entitlement to a State Pension).

If you already get Carer's Allowance then you do not need to claim Carer's Credit as your record is already protected.

To claim Carer's Credit you need to be looking after someone for a total of 20 hours or more a week. The person you are looking after must normally be getting one of the following:

- the middle or the higher rate of the care component of Disability Living Allowance (DLA)
- either rate of the daily living component of Personal Independence Payment (PIP)
- either rate of Attendance Allowance
- Constant Attendance Allowance
- Armed Forces Independence Payment (AFIP).

However, if the person you are looking after doesn't get one of these benefits, you may still be able to get Carer's Credit. When you apply, fill in the Care Certificate part of the application form and get a health or social care professional to sign it.

Carer's Credit can also help with breaks in your caring role. You can claim Carer's Credit for any week within 12 weeks before the date you become entitled to Carer's Allowance or following the week you stop being entitled to Carer's Allowance. This is without meeting the 20-hour condition. This means you could have a break in caring for up to 12 weeks without losing your National Insurance contribution credit.

Find out more at
carersuk.org/carerscredit



Support for young carers

If you're looking after a family member or friend, you may be entitled to Carer's Allowance.

Young Carer Grant

This is a yearly payment of £305.10 in 2020 for young carers in Scotland. To be able to get a Young Carer Grant, you must:

- be 16, 17 or 18 years old
- have been caring for one to three people who have a qualifying benefit for an average of 16 hours a week for at least the last 3 months
- have not be receiving Carer's Allowance for providing this care.

If you care for more than one person, you can combine the hours of the people you care for to average 16 hours a week.

For more details about the Young Carer Grant and how to claim, visit: mygov.scot/young-carer-grant/about-the-grant

Young Scot Package

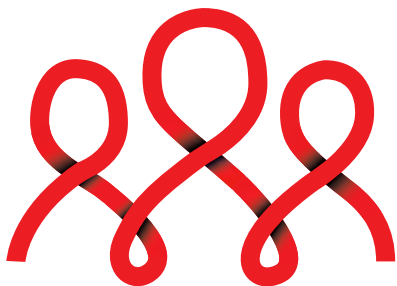
All young carers, aged 11-18, are entitled to access the package of non-cash benefits as part of a special young carers package within the Young Scot National Entitlement Card.

The package includes new, exclusive offers including cinema tickets, discounted study guides, free first aid training and much more. The types of benefits may differ across Scotland, depending on where you live and what services are available there.

Because of COVID-19, a range of different options are available including e-vouchers, book tokens and free apps.

The young carers package is part of the Young Scot National Entitlement card. You may not receive your card until after the summer holidays, but you will still be able to sign up and receive the young carers package without this.

Visit the Young Scot: Young Carers page for more details: young.scot/get-informed/national/young-carers-package-of-opportunities



Disability benefits for the person you are looking after

The person you are looking after may be entitled to disability benefits to help pay for the extra costs of long-term illness or disability. For COVID-19 updates, see our A-Z of changes at: carersuk.org/covid-19-a-z and carersuk.org/covid-19-advice-scotland

Disability benefits are not dependent on how much money the person you are looking after has, and they are not based on their National Insurance record. However, there are conditions they would have to meet in order to receive one of these.

Disability Living Allowance (DLA)

If you are looking after a child under 16 then you could claim DLA for them. DLA has a care component which may be awarded if the child needs help with personal care (such as dressing, washing or using the toilet) or supervision to make sure they are safe, because of their illness or disability. The help the child needs must be substantially more than the help needed by a child of the same age without the illness or disability.

DLA also has a mobility component which may be awarded if the child needs help getting around.



Find out more at carersuk.org/dla

Personal Independence Payment (PIP)

If you are looking after someone aged between 16 and State Pension age then they could claim PIP. PIP has a daily living component which may be awarded if they need help with daily living activities, such as dressing, washing or using the toilet. PIP also has a mobility component which may be awarded if they need help getting around.



Find out more at carersuk.org/pip

Note: Scottish Child Disability Payment

The Scottish Government plans to introduce a Scottish Child Disability Payment later in 2020. Initially, existing claimants, paid DLA by the DWP for children who are about to turn 16, will be transferred to this new benefit. This is because it will be paid up to age 18.

See carerscotland.org for regular updates and information.

Attendance Allowance

If you are looking after someone of State Pension age, they could claim Attendance Allowance. Attendance Allowance may be awarded if they need help with personal care (such as dressing, washing or using the toilet), or supervision to make sure

they are safe. If you are of State Pension age and feel you have such needs, you may also be eligible.



Find out more at
[carersuk.org/
attendanceallowance](https://carersuk.org/attendanceallowance)

Help with Council Tax

If you're caring for someone, you may be able to get help with your Council Tax bill.

Council Tax Reduction is a scheme run by local councils to help those on a low income with their Council Tax bill. Find out how to contact your local council for more details at: gov.uk/find-local-council.

Under certain circumstances, **properties can be exempt from Council Tax**. These are the ones that may be particularly relevant to you as a carer:

- if you have left the property empty and it is no longer your main residence because you are providing personal care to someone
- if the only person(s) living in the property is severely mentally impaired and no one else could be liable to pay the Council Tax
- if the property has been left empty by someone who is now resident in a hospital, a care home or a hostel where personal care is provided.

There are sometimes **discounts you can get on the Council Tax bill**. If only one person lives in the property a 25% discount can be applied to the bill. Certain people, including some carers and people with a severe mental impairment, are not counted when the council works out how many people live in a property. You may also be able to get a discount if you live in a band E-H house and are on a low income.

You may be able to pay less Council Tax under the **disability reduction scheme** if your home has had work carried out on it to help you or someone else living with a disability.



Find out more at
carersuk.org/counciltax

Other financial help

There are other ways you may be able to get help with your household finances – such as help with fuel costs, help with health costs, or by applying for certain loans or grants.

Help with household energy costs

There are a number of ways you can get help with energy costs:

- You could contact your supplier to see if they have any discounted tariffs you are eligible for. You may also want to shop around to see if you can find a better deal from another supplier, by using a price comparison website or by visiting Home Energy Scotland for advice energysavingtrust.org.uk/scotland/home-energy-scotland.
- If you have reached the qualifying age you may be entitled to a Winter Fuel Payment to help pay winter bills – this can be between £100 to £300 depending on your circumstances.
- If you're receiving certain benefits you may be able to get a Cold Weather Payment of £25 for each week between 1 November and 31 March in which the average temperature in your local area is at or below freezing over seven consecutive days.
- If you meet certain conditions you could get a Warm Home Discount on your electricity bill – this can be around £140.

If you are on a low income and have arrears in your energy bills, British Gas Energy Trust helps families and individuals experiencing hardship who are struggling with gas and electricity debts by awarding grants to clear those debts. You do not need to be a Scottish Gas/British Gas customer to apply. Find out more at: britishgasenergytrust.org.uk/Home/HowToApply#who

Find out more about help with energy costs on our website at carersuk.org/fuel

Winter heating benefit

If you have a child on the highest care component of DLA for children, you may be eligible for a £200 Winter Heating payment. At the time of publishing this guide, the details have not yet been announced.

To find out more, keep an eye on mygov.scot/benefits

Help with NHS health costs

In Scotland, everyone can get free prescriptions, NHS dental check-ups and NHS eye tests regardless of your income.

If you are getting certain benefits, you may qualify for help with NHS health costs. This includes dental treatment and vouchers to help pay for glasses/contact lenses, as well as reimbursement of fares to hospital for treatment for you or your child. You can also claim for the fares of a companion who needs to travel with you for medical reasons.

If you aren't getting benefits which entitle you to help with NHS health costs, but you have a low income, you may be able to get help with health costs through the NHS Low Income Scheme.

Find out more at
carersuk.org/healthcosts

Budgeting Loan

If you are getting certain benefits, you may be able to get a Budgeting Loan to help pay for essential things like rent, furniture, clothes or hire purchase debts.

The smallest amount you can borrow is £100. Budgeting Loans are interest-free so you only pay back what you borrow. You normally have to repay the loan within 104 weeks. Find out more at gov.uk/budgeting-help-benefits

Help from your local authority

Every local authority has a Scottish Welfare Fund. These help people on a low-income who are in crisis because of a disaster (such as a fire or a flood) or an emergency (such as where money has been lost or an unexpected expense has arisen). They also aim to help someone you care for to start to live, or to carry on living, in the community. Additional funds have been added by the Scottish Government to support more people during the pandemic.

For more information, contact your local council or visit:

mygov.scot/scottish-welfare-fund/

Grants

Family Fund provides grants for families raising disabled or seriously ill children and young people for a wide range of essential items including computers, tablets, kitchen appliances and family breaks. familyfund.org.uk/scotland

There are also sometimes grants that you may be able to apply for. You can ask a local advice centre or carers centre if there are any local grants.

Turn2us is a charity that has a grants search tool. Find out more at turn2us.org.uk

Also see **Debt worries** in our A-Z of changes to benefits, assessments and support – COVID-19 at: carersuk.org/covid-19-a-z

Your work



Working carers

If you are juggling work with caring for family or friends, you are not alone – there are more than 270,000 working carers in Scotland.

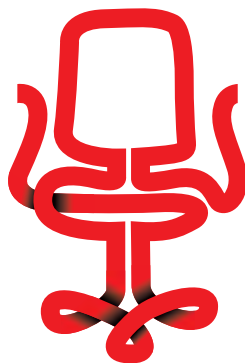
There are rights you have in the workplace that might help you to juggle work and care (see pages 37–38). As well as these statutory rights, you may also have additional contractual rights.

In addition to your rights at work, there might be other ways to make juggling work and care easier, such as accessing relevant support at work (see page 39), or outside of your employment.

It is important to consider the full implications leaving work or reducing your hours could have on your income, quality of life and future pension entitlements.

Running through a benefits check will help you understand what your financial situation would look like if you were to leave your current work, reduce your hours or reduce your salary (see page 25).

Find out more at carersuk.org/work



Your rights in work

Without the right support, the stress and pressure of juggling work and care could lead people to leave their jobs. It's important, therefore, to find out about your rights and about any support that is available.

Your rights at work come from two sources:

- The law gives you 'statutory rights' which everyone has.
- Your contract of employment gives you 'contractual rights', which can be more generous than statutory rights.

The following information is about statutory rights. However it is always worth checking your contract of employment, staff handbook or letter of appointment to see if you have any contractual rights on top of your statutory rights.

All employees have a **right to request flexible working** after they have worked for the same employer for 26 weeks (six months), as long as they haven't already made a flexible working request within the last 12 months.

Employers can only refuse requests for certain specified reasons.

Examples of flexible working include:

- home working
- part-time working
- term-time working
- flexitime
- working compressed hours
- job sharing
- shift work.

The Equality Act 2010 provides carers with **protection from some forms of discrimination**. For example, employers and providers of goods and services must not treat carers less favourably than those without caring responsibilities.

All employees have the **right to take a 'reasonable' amount of time off work to deal with an emergency or an unforeseen matter** involving a dependant. This could include your partner, child or parent, or someone living with you as part of your family – others who rely on you for help in an emergency may also qualify.

The time off is unpaid unless your employer is willing to give paid time off as a contractual right.

Examples of emergency situations:

- a disruption or breakdown in care arrangements
- the death of a dependant
- if a dependant falls ill, has been assaulted or is in an accident
- to make longer term arrangements for a dependant who is ill or injured (but not to provide long term care yourself)
- to deal with an incident involving a child during school hours.

If you have worked for the same employer for 12 months and you are responsible for a child aged under 18, you are entitled to 18 weeks **parental leave** per child, which must be taken by the child's 18th birthday.

This time off is unpaid unless your employer is willing to give paid time off as a contractual right.

Visit carersuk.org/work to read our online information.

"I care for my daughter and work part time. It's the only break I get from my caring role. It's a struggle to organise, especially in school holidays, but I enjoy getting out of the house and talking to the customers."

"I applied to reduce my working hours from five to four days a week, on flexible working grounds. It's hard work, but does mean I can fit in appointments and care meetings on my day off."

"I care for my wife, who has MS and epilepsy. We have paid care workers coming in to help, which means I am able to work full time. However, when my wife has a bad episode the whole routine falls down.

My employer supports me with a great deal of flexibility. When an emergency does happen, it is 'don't worry about work'. However, I quickly use up my annual leave because of caring, and unpaid leave isn't an option."

Getting support

Telling your employer that you are a carer may not always feel like an easy step.

Ask your employer if they have a carers policy or other support that could help you as a carer, such as special leave.

Some organisations provide support such as counselling services and information for carers such as advice packs. Trade unions can also be a good source of support. You may find that your colleagues are supportive, or even in similar caring situations themselves.

As well as seeing if there is any support available to carers through your employment, you could explore the support available outside of your employment.

This could include getting an assessment to see if there is any support the local authority can offer to help you juggle work and care – see page 13.

This could also include speaking to others who know what you are going through.

Visit carersuk.org/localsupport to find carers organisations and support services available for carers in your local area.

Our online forum may be a good place to speak to other carers about how you are feeling – visit carersuk.org/forum.

To become part of this online community – join us as a member: carersuk.org/join



CARER POSITIVE
Employer in Scotland

Carers Scotland operates an awards scheme on behalf of the Scottish Government which raises awareness and recognises employers who support carers to balance the demands of work and caring. Find out more at carerpositive.org

Scott's story

Working carer Scott Corley's daughter, Amber, has cystic fibrosis. He shares his experience of the importance of having an employer who is supportive of carers.



“ When Amber was born I saw myself as a father, but after her cystic fibrosis diagnosis a thought jumped into my head, ‘I’ll have to give up work.’ That thought petrified me and that was when I realised I was a carer as well as a father. Now Amber’s 11 years old and my wife, Louise, and I care for her together.

I work as a service improvement partner for the Financial Ombudsman Service. My wife also works part-time for the same organisation.



“ The visibility of carers in our organisation has helped other colleagues better understand the role of carers. ”

It's a balancing act. At work we try to help our managers understand our situation when we think Amber's health is deteriorating. If I say to my manager, 'Amber has a cough' they need to understand that's not just a normal cough and might be the start of something more serious, which might involve me being away from the office.

My employers are really supportive of us. We have a dedicated carers' group in the office and I am now its co-chair. The visibility of carers in our organisation has helped other colleagues better understand the role of carers.

Being transparent about my situation with my employers has worked for me, but I know not all employers are as receptive. The support my organisation has given me as a carer makes me more committed to them.

There have been some dark moments with Amber and just knowing that I can take a paid day's leave to be with her makes all the difference. It feels like a bit of good luck in a sea of bad luck. ”

Directory

There are a range of national organisations that can provide help. We've listed some of these below.

There are also many support groups and organisations locally that can provide help. Visit carersuk.org/localsupport to see what is available where you live.

Alzheimer's Scotland

Information and advice for people with dementia and their carers.

T 0808 808 3000

alzscot.org

Age Scotland

Information and advice for the over 60s, and help to connect you with your community.

T 0800 12 44 222

ageuk.org.uk/scotland

Care Information Scotland

This is a phone, webchat and website service providing information about care services for people living in Scotland.

T 0800 011 3200

careinfoscotland.scot

Carers Trust Scotland

Information about local carer and young carer support services.

T 0300 772 7701

carers.org/scotland

Chest Heart & Stroke Scotland

Support and information for people living with lung disease, heart disease and stroke and their families and carers.

T 0808 801 0899

chss.org.uk

Citizens Advice Scotland

Local offices for advice/representation on benefits, debt and housing.

cas.org.uk

Contact

Information and advice for families who care for children with a disability or special need.

T 0808 808 3555

contact.org.uk

Disabled Living Foundation

Information and advice on equipment for independent living.

T 0300 999 0004

dlf.org.uk

Enable

A membership organisation in Scotland for people with learning disabilities and family carers.

T 0300 0200 101

enable.org.uk

Macmillan Cancer Support

Information and advice for people with cancer, their families and carers.

T 0808 808 00 00

macmillan.org.uk

Marie Curie

Support for people living with any terminal illness, and their families.

T 0800 090 2309

mariecurie.org.uk

MND Scotland

Care and support to people affected by MND and their families.

T 0141 332 3903

mndscotland.org.uk

MS Society Scotland

Support and information to anyone living with MS and their families

T 0808 800 8000

mssociety.org.uk/contact-us/scotland

National COVID-19 Helpline

Scotland's national helpline if you or the person you care for is at high risk from COVID-19 and need support.

T 0800 111 4000

gov.scot/news/support-for-those-at-high-covid-19-risk

NHS Inform

Scotland's national health information service provides accurate and relevant information to help make informed decisions about their own health and the health of the people they care for.

T 0800 22 44 88

nhsinform.scot

Shared Care Scotland

Information about taking a break from caring.

T 0138 362 2462

sharedcarescotland.com

Support in Mind Scotland

Information and advice for people affected by mental illness and their carers.

T 0131 662 4359

supportinmindscotland.org.uk

Relationships Scotland

Counselling and support services for couple, families and young people.

T 0345 119 2020

relationships-scotland.org.uk

Shelter Scotland

Information and advice on housing issues.

T 0808 800 4444

scotland.shelter.org.uk

Notes

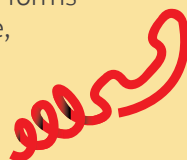
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Carers UK Helpline

Caring can present all kinds of challenges, from filling in forms to coping with emotions. We're here for you with advice, information and support every step of the way.

T 0808 808 7777

E advice@carersuk.org



Every year over 160,000 people in Scotland become carers, looking after family or friends who are older, disabled or seriously ill.

However caring affects you, we're here.

For information and tailored support, contact the Carers UK Helpline:

E advice@carersuk.org

T 0808 808 7777

This guide was proudly supported by



We would welcome your feedback on this guide – please email comms@carersuk.org

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This guide is designed to provide helpful information and advice. While we work to ensure that our information is accurate and up to date, we would recommend contacting the Carers UK Helpline or visiting our website for more information.

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