



Leicester City Clinical Commissioning Group  
West Leicestershire Clinical Commissioning Group  
East Leicestershire and Rutland Clinical Commissioning Group

# Your guide to having a Personal Health Budget



# What is a Personal Health Budget?

Personal Health Budgets aim to give you more control and choice over how your health and wellbeing needs are met. They make it clear how much money is available to you for your care and support.

Since October 2014 everyone who is eligible for NHS Continuing Healthcare or Children's Continuing Care funding has the right to have a Personal Health Budget.

A Personal Health Budget may also be an option for those with complex needs alongside a learning disability and/or autism.

Once you have been identified as eligible for a Personal Health Budget you can then decide if you would like to be considered for one.

## Who is responsible for deciding who will receive a Personal Health Budget?

The Clinical Commissioning Group is the NHS organisation that decides what services to buy for an area. The Personal Health Budget Team manages Personal Health Budgets across Leicester, Leicestershire and Rutland, and the patient's local Clinical Commissioning Group is responsible for funding it.





# How can I plan my Personal Health Budget?

You can get help from your family and friends, or have a 'broker' to help you write your own support plan. A broker can be a carer, a trained professional or a volunteer.

Your Personal Health Budget Team will help you find out what is available locally to spend your personal health budget on. They

will also give you technical advice and talk about what equipment you may need and is available so you can get the most out of your personal budget. They can also help you if you want to employ a personal assistant. This sort of help is known as 'brokerage'.

# Managing the money

The Personal Health Budget can be held in three ways and you can use one or more of these ways to financially manage your Personal Health Budget.

## 1. Notional budget

With a notional budget you will be told how much money is available and then talk to your local Personal Health Budget Team about how the money can be used to meet the health and wellbeing needs identified in your support plan. The responsible Clinical Commissioning Group will then purchase the support on your behalf.

### **This is useful when...**

...you do not personally want to manage the budget.

### **However...**

...there is less flexibility as the clinical commissioning group is restricted in what it can directly commission.

## 2. Third party budget

This means that an organisation or Trust can look after the money and help you find the care you need to meet your health and wellbeing needs.

Once you have agreed this with your local Personal Health Budget Team the organisation can then buy the care and support you have chosen.

The third party will act as the employer and will be responsible for things like recruitment, payroll and training of staff, keeping financial records and help you organise oversight of care by a Registered Nurse, if required.

### **This is useful when...**

- You have a large care package and complex needs
- Direct payment is not appropriate or not wanted.

### **However...**

It may not be of interest if you are transferring from social care, where you are used to employing your own staff.

### **3. Direct payment**

If you choose to get your Personal Health Budget by direct payment, the money is given directly to you to buy the services and support you need. You will need to record what you spend the money on.

Direct payments are paid into a separate bank account and if you want to employ

personal assistants it will mean that you become the legal employer. If you wish to use this option, help, advice and practical support is available to support you.

### **This is useful when...**

- You wish to employ your own personal assistants
- There is a need for high levels of flexibility and control in the package
- You wish to meet your health and wellbeing needs in a less conventional way.

### **However...**

- It requires you or your representative to manage the money directly
- It also requires you to take on employer responsibilities, including recruitment, payroll and training, insurance and health and safety.



# Getting your plan agreed

Once your support plan is completed it has to be agreed to ensure all of your health and wellbeing needs are met.

Your local Clinical Commissioning Group will be the organisation to agree your plan and the associated budget.

There are things that a Personal Health Budget cannot be used for:

- Day-to-day living costs
- Alcohol
- Anything illegal
- Debt repayments
- Cigarettes
- Gambling
- Costs that should be paid by another statutory body or funding source such as community, GP services and medications
- Any treatment considered by NICE not to be cost effective

- Any treatment or activity that is the clinical commissioning group deems as high risk
- Anything that could bring the NHS or the Clinical Commissioning Group into disrepute.

If your support plan is not agreed you will be told why and be helped to make changes to get it agreed.

# Review

Your support plan will be reviewed within three months to ensure it is working for you and the money is being spent appropriately.

If you feel you need a review because the care and support is not working well for you or something needs

changing, then you can ask for one at any time.

If you have a query or would like to make a complaint about your Personal Health Budget please contact the Personal Health Budget Team (details on the next page).



# More information



Personal Health Budget Team  
East Leicestershire and Rutland Clinical Commissioning  
Group  
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For people aged 18 and above: [llr.phb@nhs.net](mailto:llr.phb@nhs.net)  
For people aged 0-17: [childrensipc.referrals@nhs.net](mailto:childrensipc.referrals@nhs.net)



[eastleicestershireandrutlandccg.nhs.uk/your-health/  
personal-health-budgets/](http://eastleicestershireandrutlandccg.nhs.uk/your-health/personal-health-budgets/)



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Further information can be found at: [england.nhs.uk/  
healthbudgets](http://england.nhs.uk/healthbudgets)

Leicester, Leicestershire and Rutland Clinical Commissioning  
Groups host a regular Peer Support Network meeting. For  
more information contact: [llr.phb@nhs.net](mailto:llr.phb@nhs.net)

You can also visit: [peoplehub.org.uk](http://peoplehub.org.uk) for support and advice.

Contact us to receive this information in different languages.

