



- Use this form to apply for Carer's Credit.
- You will already be getting credits if you get:
 - Carer's Allowance, or
 - Child Benefit for a child under the age of 12.

So you don't need to fill in this form.

- If you are a foster carer and will get National Insurance Credits from HM Revenue & Customs, you don't need to fill in this form.
- Please read the **Notes** that came in the application pack before you fill in this form.
- To find out if you might get Carer's Credit, answer the questions on **page 3** of the **Notes**.
- The carer or their representative must fill in this form, not the person being looked after.
- Please write clearly in ink.
- Please answer all the questions that apply to you.
- If you want help filling in any part of this form, ring the Benefit Enquiry Line on **0800 882 200**.
- If you have speech or hearing difficulties, you can contact us by textphone on **0845 604 5312** or Text Relay on **18001 0845 608 4321**. Our **textphone** service does not receive messages from mobile phones.
- You can also get this application pack in **large print** or **Braille**. To find out more, please phone **0845 608 4321**.
- If you live in Wales and would like us to contact you in Welsh, please tick this box.

☐

Part 1 – About you, the carer

Please answer the questions on this form in BLOCK CAPITALS.

Title, for example
Mr, Mrs, Miss, Ms

Surname or family name

All other names in full

All other surnames or family names you have used or have been known by

Please include

- the name you had before getting married,
- all former married or civil partnership names, and
- all changes of family name.

National Insurance number

You can get this from your National Insurance number card, letters about benefits, payslips or form **P60**.

Letters

Numbers

Letter

Date of birth

Day

Month

Year

 / /

Address

Please include your full postcode. This will help us deal with your application more quickly.

<input type="text"/>								
<input type="text"/>								
<input type="text"/>								
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime phone number

where we can contact you or leave a message. Please include the area code.

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Mobile number

If you have speech or hearing difficulties and would like us to contact you by **textphone**, tick here.

☐

Part 1 – About you, the carer continued



For help with answering this question, please read the section called **When to apply** on page 5 of the **Notes**.

When do you want your Carer's Credit to start?

Day	Month	Year
/ /		

- Your Carer's Credit cannot start before 6 April 2010.
- You cannot apply from a date in the future.
- If you do not tell us a date, your application may be delayed.

Do you normally live in Great Britain?

No ☐

Yes ☐

By *Great Britain* we mean England, Scotland and Wales. Tick **Yes** if you are part of a family living overseas with HM forces.

If you ticked **No**, where do you normally live?

Have you been in prison or legal custody since the date you want your Carer's Credit to start from?

No ☐

Yes ☐

When were you in prison or legal custody?

	Day	Month	Year
From	/ /		
	Day	Month	Year
To	/ /		

Part 2 – About the care you provide

Have you looked after one or more people, for a total of 20 hours or more a week, since the date you want to apply from?

If you have looked after one or more people for only some weeks since this date, still tick **Yes**.

To find out more, see **page 2** of the **Notes**.

No ☐ You will only be able to get Carer's Credit if you have looked after one or more people for at least 20 hours a week.

Yes ☐ Please use this part to tell us about the people you look after.

Person 1

Title, for example
Mr, Mrs, Miss, Ms

Their surname or family name

Their other names in full

Their date of birth

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Their address

You do not have to live at the same address as the person you look after.

<input type="text"/>								
<input type="text"/>								
<input type="text"/>								
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Their National Insurance number

Letters		Numbers						Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

You can get this from their National Insurance number card, letters about benefits, payslips or form **P60**. You can find the National Insurance number for children aged under 16 on letters about Disability Living Allowance.

Part 2 – About the care you provide continued

How many hours a week do you look after this person?

	hours a week
--	--------------

Does this person get
● Disability Living Allowance care component at the middle rate or the highest rate, or
● Attendance Allowance, or
● Constant Attendance Allowance?

- No ☐ Ask a health or social care professional who knows this person to fill in the **Care Certificate** that came in this pack. Send the completed **Care Certificate** to us with this application form.
- Yes ☐ You do not need to fill in a **Care Certificate** for this person.

If you need to send us a **Care Certificate** and you do not send it with this form, your application may be delayed.

Have you had a break of more than 12 weeks in looking after this person, since the date you want your Carer's Credit to start?

- No ☐
- Yes ☐ Please tell us about this below.
If you had any other breaks of more than 12 weeks, please tell us about them at **Part 3**.

When did you stop looking after this person?

Day	Month	Year
	/	/

When did you start looking after this person again?

Day	Month	Year
	/	/

Do you look after more than one person?

- No ☐ Please go to **Part 3**.
- Yes ☐ Please tell us about one other person below.
If you need to tell us about more than two people in total, please use the space at **Part 3**.

Part 2 – About the care you provide continued

Person 2

Title, for example
Mr, Mrs, Miss, Ms

Their surname or family
name

Their other names in full

Their date of birth

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Their address

You do not have to live at
the same address as the
person you look after.

<input type="text"/>								
<input type="text"/>								
<input type="text"/>								
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Their National Insurance
number

Letters	Numbers	Letter
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

You can get this from their National Insurance number card,
letters about benefits, payslips or form **P60**. You can find
the National Insurance number for children aged under 16
on letters about Disability Living Allowance.

How many hours a week do
you look after this person?

<input type="text"/>	hours a week
----------------------	--------------

Does this person get
● **Disability Living Allowance**
care component at the
middle rate or the highest
rate, or
● **Attendance Allowance**, or
● **Constant Attendance**
Allowance?

No ☐

Ask a health or social care professional who knows
this person to fill in the **Care Certificate** that came
in this pack. Send the completed **Care Certificate**
to us.

Yes ☐

You do not need to fill in a **Care Certificate** for
this person.

If you need to send us a **Care Certificate** and you do not
send it with this form, your application may be delayed.

Part 2 – About the care you provide continued

Have you had any breaks of more than 12 weeks in looking after this person, since the date you want your Carer's Credit to start?

No ☐

Yes ☐

Please tell us about this below.
If you had any other breaks of more than 12 weeks, please tell us about them at **Part 3**.

When did you stop looking after this person?

Day	Month	Year
	/	/

When did you start looking after this person again?

Day	Month	Year
	/	/

Part 3 – Other information

Use this space to tell us anything else you think we might need to know. If there is not enough space, please use a separate sheet of paper.

Part 4 – Declaration

I **declare** that the information I have given on this form is correct and complete as far as I know and believe.

I **understand** that I must promptly tell you of anything that may affect my entitlement to Carer's Credit.

This is my application for Carer's Credit.

Signature

Date

Part 5 – What to do now

- Check that you have answered all the questions that apply to you.
- If we have asked you for a completed **Care Certificate**, ask a health or social care professional to fill it in. Send the completed **Care Certificate** to us with this form.
- Check that you have signed at **Part 4**.
- Send everything to us in the envelope that came with this application pack. The envelope does not need a stamp.
- Our address is
Carer's Credit
Palatine House
Lancaster Road
Preston
PR1 1HB.

Use this certificate to get a health or social care professional to confirm that the person you look after needs the care you provide. To find out more, see **page 4** of the **Notes**.

You only need to fill in this certificate if we have told you to in **Part 2** of the application form.

The health or social care professional must know the person you look after.

Please fill in **Part 1** with the name and details of you, the carer.

This certificate can be signed at **Part 2** by:

- the person being cared for, or
- the appointee or legal representative of the person being cared for, or
- the parent or guardian if the person being cared for is aged under 16.

A signature at **Part 2** is **not** compulsory, but the health or social care professional **must** fill in and sign **Part 3**.

You will need to send us a **Care Certificate** for each person you look after who does not get one of the benefits shown on **page 2** of the **Notes**.

For help with this certificate:

- read the section called **Care Certificates** on **page 4** of the **Notes**
- visit www.direct.gov.uk/carers
- phone the Benefit Enquiry Line on **0800 882 200**
- phone us on **0845 608 4321**, or
- write to us at:
Carer's Credit
Palatine House
Lancaster Road
Preston
PR1 1HB

If you have speech or hearing difficulties, you can contact us by textphone on **0845 604 5312** or Text Relay on **18001 0845 608 4321**.

Part 1 – About the carer

Full name of carer

Carer's National Insurance number

Letters		Numbers						Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

How many hours a week do you care for the person you look after?

 hours a week

Part 2 – About the person being cared for

Full name of person being cared for

National Insurance number of person being cared for

Letters		Numbers						Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For the purpose of this application for Carer's Credit, I give my consent for a health or social care professional to give details of how much care I need.

Signature

Date

 / /

Part 3 – Confirmation of care needs by a health or social care professional

A health or social care professional must answer the questions below.

By *health or social care professional* we mean a person like a district nurse, occupational therapist, social worker, MIND case worker, or community psychiatric nurse.

Full name of health or social care professional

Job title

Organisation name

Organisation address

Postcode								

Daytime phone number

--	--

What is your professional relationship with the person named in **Part 2** of this form?

Do you agree that the person named in **Part 2** needs the weekly amount of care stated in **Part 1**?

No ☐ Do not sign this certificate.

Yes ☐ Please sign and date below.

Certification

I **confirm** that the person named in **Part 2** of this certificate is known to me or to a member of my organisation.

I **certify** that the person named in **Part 2** of this certificate needs the weekly amount of care stated in **Part 1**.

Signature of health or social care professional

Date

/	/
---	---



Notes

about Carer's Credit

- Carer's Credit is a National Insurance credit for people caring for one or more disabled people, for a total of 20 hours or more a week.
- Carer's Credit can help you to build a better basic or additional State Pension. Carer's Credit can also help if your spouse or civil partner ever needs to claim bereavement benefits.

Please keep these notes for information.

The notes give you general information only and are not a complete statement of the law.



Can I get Carer's Credit?

You can get Carer's Credit if you look after one or more people, for a total of 20 hours or more a week, who get:

- Disability Living Allowance care component at the middle rate or the highest rate, or
- Attendance Allowance, or
- Constant Attendance Allowance.

If the people you look after are getting any of these benefits, they will have a letter telling them what rate they are getting.

You can also get Carer's Credit if you send us completed **Care Certificates**. To find out more, see **page 4** of these notes.

There is no limit to the number of people you can look after.

You must be aged 16 or over, and under State Pension age to get Carer's Credit.

You will already be getting credits if you get:

- Carer's Allowance, or
- Child Benefit for a child under the age of 12.

So you don't need to fill in the application form.

If you are a foster carer and will get National Insurance Credits from HM Revenue & Customs, you don't need to fill in the application form.

We will not pay you money if you are entitled to Carer's Credit.

We will give you National Insurance credits.

Income, savings or investments do not affect Carer's Credit.

If someone else also looks after the people you look after

You may still get Carer's Credit. But the number of hours you look after these people must total 20 hours or more a week.

If you have a break in caring

You can still get Carer's Credit for any breaks of up to 12 weeks in a row.

For example, you will still get Carer's Credit for 12 weeks if:

- you take a short holiday
- someone you look after goes into hospital
- you go into hospital.

You must tell us straight away if you have a break in caring of more than 12 weeks in a row.

Can I get Carer's Credit? continued

To find out if you might get Carer's Credit, answer the questions below.

Do you normally live in Great Britain?

By *Great Britain* we mean England, Scotland and Wales. Tick **Yes** if you are part of a family living overseas with HM forces.

No ☐

Yes ☐

Are you aged 16 or over?

No ☐

Yes ☐

Are you under the age you can get State Pension?

To find out the age you can get State Pension visit www.direct.gov.uk/pensions

No ☐

Yes ☐

Are you looking after one or more people for a total of 20 hours or more a week?

No ☐

Yes ☐

Did you answer **Yes to all the questions above?**

No ☐

You will not be able to get Carer's Credit.

Yes ☐

Please go to the next question.

Do all the people you look after get:

- Disability Living Allowance care component at the middle rate or the highest rate, or
- Attendance Allowance, or
- Constant Attendance Allowance?

No ☐

Fill in the application form. Send it to us with a completed **Care Certificate** for each person you look after who does not get one of these benefits. You can find out more about **Care Certificates** on **page 4** of these notes.

Yes ☐

Fill in the application form and send it to us.

Care Certificates

Send us a **Care Certificate** for each person you look after who does not get:

- Disability Living Allowance care component at the middle rate or the highest rate, or
- Attendance Allowance, or
- Constant Attendance Allowance.

A health or social care professional must sign each completed certificate.

It is up to you to find a health or social care professional to sign the certificate. By *health or social care professional* we mean a person who knows the care needs of the person you look after. This might be a:

- district nurse
- occupational therapist
- social worker
- MIND case worker, or
- community psychiatric nurse.

If you look after more than one person, then the number of hours you do so must add up to a total of 20 or more a week.

Either:

- the people you look after must get one of the benefits listed above, or
- you must send us a **Care Certificate** for each person.

If you need more than one **Care Certificate**, you can photocopy the one in this application pack.

You can also print a copy at www.direct.gov.uk/carers

Or phone us on **0845 608 4321**.

When to apply

Apply now if you look after one or more people, for a total of 20 hours or more a week, who get:

- Disability Living Allowance care component at the middle rate or the highest rate, or
- Attendance Allowance, or
- Constant Attendance Allowance.

If you look after anyone who has claimed one of the benefits above but they are waiting for a decision about it, please wait until they get the decision before you apply.

If they are not awarded the benefit, you must send us a **Care Certificate** for them.

Apply now if you can send us completed **Care Certificates** for the people you look after.

How to apply

Just fill in the application form and any **Care Certificates** you need to support your application.

Please contact us if English is not your first language and you would like to know about our phone interpreter service.

You can also get this application pack in **large print** or **Braille**. To find out more, please phone us on **0845 608 4321**.

If you have any difficulty filling in the application form someone can do it for you. You can ask a friend or an advice centre or the Benefit Enquiry Line. You can call the Benefit Enquiry Line on **0800 882 200**.

Please read **page 8** of these notes to find out more about the help you can get.

What happens after we get your application?

- We will not tell you that we have got your application form.
- We aim to make a decision on your application within three weeks. You do not need to contact us in this time.
- Wherever we can, we will phone you if we need more information.
- We will write and tell you whether or not you can get Carer's Credit.

How to contact us

Our phone number is **0845 608 4321**. If you have speech or hearing difficulties, you can contact us using a textphone on **0845 604 5312**, or Text Relay on **18001 0845 608 4321**. These lines are open from 8.30am to 5.00pm Monday to Thursday and 8.30am to 4.30pm on Friday.

You can get more information about Carer's Credit at **www.direct.gov.uk/carers**

If you want to write to us, our address is:

**Carer's Credit
Palatine House
Lancaster Road
Preston
PR1 1HB**

If you want to make a complaint or comment

You can phone us on **0845 608 4321** or write to us at the address shown above.

We aim to reply to your complaint within seven working days of getting it. If we cannot reply to your complaint within this time, we will tell you why. We will also tell you when you will get a full reply.

Will Carer's Credit affect other benefits I get?

Carer's Credit will not affect any other benefits or entitlements you may be getting.

Whatever other benefits or entitlements you have, you can apply for Carer's Credit if you look after one or more people for a total of 20 hours or more a week.

If you are already getting Carer's Allowance, or have an underlying entitlement to Carer's Allowance, you do not need to apply for Carer's Credit. This is because you get National Insurance credits already.

Carer's Allowance

Carer's Allowance is for people who look after someone for at least 35 hours a week. The person being looked after must get:

- Disability Living Allowance care component at the middle rate or highest rate, or
- Attendance Allowance, or
- Constant Attendance Allowance at
 - the normal maximum rate with Industrial Injuries Disablement Benefit, or
 - the full day rate with a War Disablement Pension.

Other benefits and earnings can affect Carer's Allowance.

If you get Carer's Allowance, or have an underlying entitlement to Carer's Allowance, you will also automatically get Carer's Credit for up to:

- 12 weeks before your Carer's Allowance starts, and
- 12 weeks after your Carer's Allowance ends.

You will also get Carer's Credit automatically if you get Carer's Allowance and you have a break in looking after someone for up to 12 weeks in a row.

To find out more about Carer's Allowance:

- visit **www.direct.gov.uk/carers**
- phone the Benefit Enquiry Line on **0800 882 200**, or
- phone the Carer's Allowance Unit on **0845 608 4321**.

If you have speech or hearing difficulties, you can contact the Carer's Allowance Unit using a textphone on **0845 604 5312** or by Text Relay on **18001 0845 608 4321**.

Where to go for help and advice

- If you want information about financial support, rights, employment, independent living and much more, visit **www.direct.gov.uk**
- If you want to know about benefits or entitlements for people with disabilities, phone the Benefit Enquiry Line. The number is **0800 882 200**. The person you speak to will not have your records so they can only give you general advice.
- If you have problems with hearing and speech and have a textphone, phone the Benefit Enquiry Line. The number is **0800 224 355**.
- You can also get help from an advice centre. For example
 - a Citizens Advice Bureau, or
 - a welfare rights service from a local council.
- You can get in touch with:
Carers UK
20 Great Dover Street
London
SE1 4LX

They can offer advice on a range of issues to do with carers. Their helpline number is freephone **0808 808 7777**. The lines are open from 10am to 12 noon and from 2pm to 4pm on Wednesdays and Thursdays only. You can visit the Carers UK website at **www.carersuk.org**
Do not send your application form to Carers UK. Send it to the address on **page 6** of these notes.

How we collect and use information

The information we collect about you and how we use it depends mainly on the reason for your business with us. But we may use it for any of the Department's purposes, which include:

- social security benefits and allowances
- child support
- employment and training
- private pensions policy, and
- retirement planning.

We may get information from others to check the information you give to us and to improve our services. We may give information to other organisations as the law allows, for example, to protect against crime.

To find out more about how we use information, visit our website **www.dwp.gov.uk/privacy-policy** or contact any of our offices.