

Factsheets

Sense has produced a series of factsheets on direct payments, personal budgets, and purchasing your own support. You can download them from this page.

1. Direct payments: an introduction

Direct payments are money that is paid directly to you to buy services to meet your assessed needs. This factsheet tells you what direct payments are, who can use them and what you could use them for.

[PDF format](#) (66kb)

[Text format](#) (12kb)

2. Personal budgets: an introduction

A personal budget is a 'virtual budget' or amount of money allocated to meet your assessed needs. Individuals can decide to use their personal budget in different ways.

[PDF format](#) (56kb)

[Text format](#) (16kb)

3. Direct payments and personal budgets: steps to taking control

This factsheet tells you about the process for getting direct payments or a personal budget.

[PDF format](#) (52kb)

[Text format](#) (8kb)

4. Direct payments and personal budgets: what are your rights?

This factsheet tells you about rights when you use direct payments or personal budgets and how to complain.

[PDF format](#) (92kb)

[Text format](#) (9kb)

5. Direct payments and personal budgets: making sure you receive the right amount of money

This factsheet should help you to make sure you receive the right amount of direct payment or personal budget so that you can meet your assessed needs.

[PDF format](#) (65kb)

[Text format](#) (11kb)

6. Direct payments and personal budgets: mental capacity

Mental capacity is about people's ability to make decisions about their life. This factsheet looks at issues around consent and managing direct payments or a personal budget.

[PDF format](#) (66kb)

[Text format](#) (12kb)

7. Direct payments: receiving direct payments on behalf of an adult who lacks the capacity to consent

This factsheet explains how a 'suitable person' can receive direct payments on behalf of an adult who lacks the capacity to consent to direct payments.

[PDF format](#) (70kb)

[Text format](#) (11kb)

8. Direct payments and personal budgets: equipment, minor adaptations, holidays and leisure activities

This factsheet gives advice about buying equipment and other one-off purchases identified in your social care assessment.

[PDF format](#) (74kb)

[Text format](#) (11kb)

9. Direct payments and personal budgets: management tasks

This factsheet gives advice on managing direct payments or your personal budget and the support you can receive to manage direct payments

[PDF format](#) (72kb)

[Text format](#) (13kb)

10. Purchasing your own support: deciding on your needs and finding staff

This factsheet describes the different skills and qualities you may want staff to have and how to find support.

[PDF format](#) (83kb)

[Text format](#) (12kb)

11. Purchasing your own support: employing people, using freelance workers, using an agency or provider

This factsheet describes the different ways that you can purchase the support you need.

[PDF format](#) (76kb)

[Text format](#) (9kb)

12. Purchasing your own support: managing and supervising staff

This factsheet tells you about the ways you can manage staff time as well as how you can motivate staff and develop their skills.

[PDF format](#) (60kb)

[Text format](#) (11kb)

13. Purchasing your own support: managing risk

This factsheet contains suggestions for the different ways you can manage risks when you purchase your own support.

[PDF format](#) (78kb)

[Text format](#) (9kb)

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