



## **Direct Payments Factsheet – Direct Payments Audits**

As you receive a direct payment from the council, we are required under the Care Act 2014 to review how your direct payment is being managed. A review will take place at least annually. A financial audit of your direct payment account will take place at least quarterly or ad hoc.

We will undertake quarterly financial audits of your direct payment account to review if funds are being managed in accordance with your support plan. It is important to remember that this review is separate to the one you will receive from a social worker.

### **Preparation for the Audit**

You should take some time to think about any concerns you may have or questions that you may want to discuss during the visit.

You will also need to have information to hand to confirm how the direct payment is being managed and this will vary depending on whether you employ your own staff or contract with an agency.

If you contract with an agency we will need to discuss:

- Payment of invoices
- Hourly rates
- Payment of your contribution
- The direct payment account

If you employ your own staff we will need to discuss:

- Your employees and their hourly rate
- Contracts
- Holiday entitlement
- Insurance
- Contingency arrangements
- Payroll arrangements
- DBS checks
- Training needs
- Payment of your contribution
- The direct payment account



## Where can I get more information?

**Disability Action Haringey** can be contacted regarding Direct Payment advice, which includes peer mentoring support from DP holders.

Address: 33 Winkfield Road, Wood Green, N22 5RP

Email address: [info@d-a-h.org](mailto:info@d-a-h.org)

Telephone number: 0203 355 0071

If you would like to find out more about **finding and recruiting a personal (care) assistant**, please visit *find-a-pa*, a digital Personal (care) Assistants (PA) Platform. <https://www.find-a-pa.co.uk/haringey/haringey/>

**Disability Action Haringey** can also be contacted regarding support with finding a Personal (care) Assistant.

Address: 33 Winkfield Road, Wood Green, N22 5RP

Email address: [info@d-a-h.org](mailto:info@d-a-h.org)

Telephone number: 0203 355 0071

If you would like help with assessing your social care needs, please contact the council's First Response Team.

### **First Response Team:**

020 8489 1400

[firstresponseteam@haringey.gov.uk](mailto:firstresponseteam@haringey.gov.uk)

If you would like more information on direct payments or would like support with your direct payment, please contact the Direct Payments Support Team.

### **Direct Payments Support Team:**

Phone: 020 8489 8456

Email: [personalbudgetsupport@haringey.gov.uk](mailto:personalbudgetsupport@haringey.gov.uk)

### **If you have a mental health problem:**

If you need help in a crisis you can now self-refer to the Crisis Resolution Home Treatment service 24 hours a day, 7 days a week, Lea Unit, St. Ann's Hospital - Haringey 020 8702 6700

If you are a carer and would like more information on receiving support, please contact **Haringey Carers First**.

Haringey Carers First.

<https://www.carersfirst.org.uk/haringey>

Phone: 0300 303 1555

Email: [hello@carersfirst.org.uk](mailto:hello@carersfirst.org.uk)

Address: Resource Hub, 1 Russell Road, Leyton, E10 7ES



**DISABILITY  
ACTION  
HARINGEY**

Charity Registration Number: 1191762

**Haringey**  
LONDON

### **Skills for Care:**

The Skills for Care website provides more information on what is a Personal Assistant (PA) and what is involved if you want to use your direct payment to employ a PA:

<http://www.skillsforcare.org.uk/individualemployers>

This information is presented in a range of toolkits. If you are unable to access the Skills for Care website, you can call **0113 245 1716**