



# Supporting your needs

Easy read version

Tracey James  
Practice Development Manager  
Health and Community Services  
Hackney Service Centre  
South Wing 2nd Floor  
1 Hillman Street  
Hackney  
E8 1DY  
Telephone 020 8356 5816  
[tracey.james@hackney.gov.uk](mailto:tracey.james@hackney.gov.uk)  
[www.hackney.gov.uk](http://www.hackney.gov.uk)

<type date here>

## Visiting you to talk about the support you need



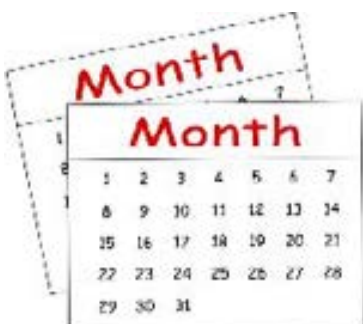
Dear <type name here>



This letter is from Hackney Learning Disability Services. My name is:

<type name here>

I am your Social Worker.



I will come to visit you for your Community Care Assessment on:

<type date here>



This is when we will talk with you about how you are managing your day to day life and how we can help you keep independent and well.



We will talk about what is important to you and what you would like to achieve to make your life better.



The visit will last about 2 hours. We can meet again if we need more time to talk about everything.



I would also like to talk to any friends or family members who support you. We might be able to give them some support too.



You may have heard about Personalisation, Self Directed Support, or Personal Budgets.



Your Community Care Assessment will tell us if you meet Hackney's rules for funding based on Fair Access to Care Services.



If you do meet the rules, we will offer you a **Personal Budget**. This is the money that will pay for the support you need and you will have more choice about how this money is spent.



You will be involved in planning your support and we will talk to you about different ways to do this.



I am sending you 2 forms with this letter.



## Form CA1 – Financial Form (About Your Money)

Hackney has a **Fairer Charging** Policy which means you have to pay what you can afford towards your support.



Please fill in the form about your money before we meet you so we can work out if you will have to pay anything towards your support.



If you cannot do this, please have information about the money you have and what you spend each month so we can help you fill it in.



You can choose not to tell us about your money but you must sign the form to say this.



If you do this, you will have to pay for all your support which could be up to £250 each week.

## Carers Needs Assessment Form (Support for people who care for you)



This form is for someone who is not paid but gives you support to stay independent or well, like a family member or a friend.



We might be able to give them some support too.

You could let them look at the form before we meet you.

## Advocacy



We can tell you about local advocacy services if you want someone who does not work for the council to support you at the meeting.



You can call the LD Duty Team on **020 8356 7400** to talk about this or anything else you want to, before the assessment meeting.



When I come to your home I will have a card with my name and photograph so you know I work for the council.



I look forward to meeting you soon.



If you need to talk to me before the visit, you can call me on this number:

<type number here>

