

Personal care budget



PGB - Personal care budget

With any and every question about growing up and parenting, you are welcome at the Centre for Youth and Family (CJG). Together with your family, a youth and family coach will look at what is going well, what can be improved and what is needed for that purpose. If your child needs any form of help, we will analyze the situation together and decide what assistance is appropriate. If this service is not offered by the CJG, we will look into whether another organisation can provide it. In some situations, your child could receive a personal care budget (PGB, *persoonsgebonden budget*). Read more about it in this brochure.

What are youth services?

Youth services offer support and assistance with parenting and child development. Youth services provide help for children up to 18 years of age.

A decision or PGB

If CJG does not offer the service that suits your family, we will see if a different organisation can provide it. The organisation providing the assistance must have a contract with the municipality of Capelle aan den IJssel. This is called a 'contracted organisation'. You will need a decision from CJG's decision team, before you can obtain assistance from a contracted organisation.



If assistance from a contracted organisation does not meet your family's needs or you want to buy the assistance for your child yourself, you can apply to the CJG for a PGB. There are a few rules to this.

Rules for applying for a formal PGB

It is important that someone manages the PGB for your child: someone who arranges everything related to the money. The person who manages the PGB is called the representative. This can be one of the parents, but also a mentor, guardian or someone from the social network. There are 3 conditions:



- 1. The representative must be able to properly assess what is best for the child and be able to purchase the care properly. He must choose a care provider that suits the demand, draw up a care agreement, manage the care provider (for example, pay attention to whether the goals are achieved) and keep the administration.**
- 2. The representative must be able to explain why the services they purchase for the child with a PGB is better suited to the demand of the child than the care from a contracted organisation.**
- 3. The care the representative wants to purchase must be of good quality. You can read more about this below.**

What is good quality care?

The representative must ensure that the care is of good quality. He can do this by regularly assessing the care and checking whether the goals are being achieved. For example; once every 2 months. Questions that a care provider can be asked to check whether they meet the requirements:

- Is the care provider registered with a professional register?
- Does the care provider have a recent Certificate of Conduct (VOG)?
- Is a care plan being used?
- Is the reporting code for domestic violence and child abuse being used?
- Is the reporting code for calamities and violence being used?
- Does the organization have 'systematic quality control' (e.g. a certificate)?
- Can the child or the representative make use of a confidential counselor?

Rules for applying for an informal PGB

- The care your child will receive must exceed 'usual care'. This means that more care is needed than is expected for a child of this age.
- The care should not cause overload for the care provider: it should not be too heavy for the person providing the assistance.
- The money may only be spent on the care for which it is intended.
- It is important that someone manages the PGB for your child: someone who arranges everything related to the money. The person who manages the PGB is called the representative. This can be one of the parents, but also a mentor, guardian or someone from the social network. There are 2 conditions:

1. The representative must be able to properly assess what is best for the child and be able to purchase the care properly. He must choose a care provider that suits the demand, draw up a care agreement, manage the care provider (for example, pay attention to whether the goals are achieved) and keep the administration.

2. The representative must be able to explain why the services they purchase for the child with a PGB is better suited to the demand of the child than the care from a contracted organisation.

Application

A CJG professional will write an application for a PGB together with your family within 6 weeks. The representative will be asked to make a budget plan, so that it is clear what the budget (the money) will be used for. On our website you will find the documents* needed for the application. There are 2 different budget plans: for a formal PGB and for an informal PGB.

To apply for an informal PGB, a weekly schedule must also be completed, indicating how much and what care is being requested. In the case of a combination of a formal and informal PGB application, only the budget plan for a formal PGB needs to be completed in addition to the weekly schedule.

*You will find these at: www.cjgcapelle.info/aanvraag-pgb

For informal PGB applications, the CJG uses an external consultancy firm. The CJG always asks your permission to share information with them first. The consultants from this firm will review the budget plan and weekly schedule. They will also visit you at home to get a clear picture of your situation. They will then provide advice on what care and how much care is needed. They will send this advice to you and the CJG. Based on this advice, the budget plan and the weekly schedule, the CJG will make a decision.

When the application is complete, it needs to be signed by the parents who have custody of the child. If your child is 12 years or older, he must also sign the application. If your child is 16 years or older, he will only need to sign the application himself.

Decision

The application is discussed in the CJG decision team. This team makes a decision on the requested assistance and whether it fits the situation described. This is based on the Youth Act*, the Youth Services Regulation* and the Further Rules for Youth Services* of the municipality of Capelle aan den IJssel. The team has two weeks to make a decision. The decision will be sent to you by post or e-mail. This is also known as a ruling. The ruling will state whether or not the application is granted and what budget has been allocated. The CJG also passes this information on to the Social Insurance Bank (SVB).

Sometimes it is not possible to write an application within 6 weeks or to make a decision about the application within 2 weeks. If this is the case, we will let you know by e-mail or by post.

After the decision

If the assistance is granted, the representative will make arrangements with the caregiver(s) who will provide the assistance to your child. They must write down these agreements in a care agreement. These should include: the salary, replacement during vacations, employer expenses, travel costs, insurance(s), working conditions and administration costs. If the representative purchases help from the same caregiver for more than four days a week, he is an employer by law. This means he must continue to pay wages in case of illness, use a notice period and keep payroll records. The SVB can also assist with this. The care agreement that is signed is then an employment contract.

The representative submits the care agreement to the SVB. The SVB checks the care agreement for employment law elements and asks the CJG to check the content of the care agreement.

Has the assistance not been granted and do you disagree with the decision? Then you can file an objection within 6 weeks via the website of the municipality of Capelle aan den IJssel: www.capelleaandenijssel.nl/bezwaar

Registration and payments with the SVB

The representative can log into the SVB website with his DigiD. They can arrange various things through “My PGB,” such as viewing the control of the care agreement, maintaining the administration, filling in the accountability, reporting changes and viewing how much budget has been spent. The representative can submit invoices or time registration to the SVB. The SVB then transfers the amount or salary to the care provider.

What amount will my child receive?

The budget allocated depends on the type of care that is provided. The maximum rate* (the highest possible amount) is determined by the amount for which the municipality has purchased the same form of assistance. The budget is calculated based on the rate and the number of hours, half-days or days that the assistance is allocated to the child.

*You will find these at: www.cjgcapelle.info/maximuntarieven-pgb

If the help is not provided by a professional caregiver, but by someone from the social network (such as a family member, friend or acquaintance), 48.4% of the maximum rate applies. You can also choose to purchase more expensive help. You then have to supplement the budget yourself and transfer it to the SVB.

Changes

If your situation changes, you can pass this on to the CJG. Examples include moving house, the help no longer being needed or, conversely, more assistance being required. The CJG professional will discuss your situation with you and decide what is needed.



Frequently asked questions

Can I pay myself, my partner, a grandparent or acquaintance with a PGB?

Yes, you can if it will benefit your child. However, the care must be over and above usual care. That means that more care is needed than is expected for a child his/her age. The assistance should not overburden the carer (it should not be too much for those giving the assistance) and the budget should only be spent on the intended assistance. Different rates also apply to purchasing care from relatives, friends or acquaintances. See the heading 'What amount will my child receive?'

What happens when my child turns 18?

If your child still needs help after turning 18, this may fall under the Social Support Act (WMO), the Health Insurance Act or the Long-Term Care Act (WLZ). This depends on your child's situation. Your contact at the CJG can advise you on this.

Can I also pay a mediation agency from the PGB?

No, this has no longer been possible since January 2015.

My child receives assistance with a PGB and we are moving house

If you move house, you must inform the CJG. If necessary, we pass on the PGB to the new municipality.

Questions?

Do you have any questions after reading this leaflet? You are always welcome to contact us.





CJG Capelle

De Linie 8, 2905 AX, Capelle aan den IJssel



www.cjgcapelle.nl



info@cjgcapelle.nl