

Payment of carers

Options

Acceptable methods of payment can be either by cheque or via telephone banking when paying carers at the end of their week/s with you. Please ensure that, for tax purposes, the daily rate totals and travel expenses are itemised separately. Otherwise the expenses may be treated as part of the carers' taxable income.

Cash

Please don't be tempted to pay any of the carers' wages in cash. This is for your protection, as well as theirs. As self-employed carers, they all have current bank accounts. They are also asked to carry with them enough cash to cover any onward journeys they may need to make.

Additional expenses

If there are any additional expenses to be reimbursed to the carer (such as for shopping, dry cleaning, etc) please ensure that this is also itemised and where possible written on a separate cheque. The carers are required to provide receipts for ALL transactions, however small. It is however, the responsibility of the client and/or the families to make sure that all incoming carers know your system and where to put all the receipts etc. Please make sure that the new carers know exactly what is expected of them.

Travel expenses

All public transport expenses must be supported by a receipt and are payable up to a limit of £40. Travel expenses for cars are paid at 40p per mile.

The client is expected to contribute up to a limit of £40 per week. This is set per week rather than per booking, so that if we have a carer travelling a long distance, we endeavour to keep her bookings to fortnightly so the travel costs can be staggered. This is not a guaranteed sum of £40 paid automatically to the carers regardless of where they are coming from. We have a computer in the office, which can work out any mileage so if you have any concerns about how far the journey is, please do not hesitate to call us on 01453 839290.

It is most important to note that the contribution is for the journey to you, and not for the carer's onward journey on departure.

Should the carer be going on to another job, there is no additional cost to you. If you are not sure where the carer is going on to, please call the office and we will be happy to confirm their onward journey.