

How to Claim Personal Independence Payment

Brief Overview

Personal Independence Payment (PIP) is one of many benefits available within the UK welfare system. The aim of PIP is to assist with **the extra cost of living with a long-term health condition or disability**. PIP is normally received in conjunction with another benefit.

PIP is governed by [The Social Security \(Personal Independence Payment\) Regulations 2013](#). & [the Social Security \(Personal Independence Payment\) \(Amendment\) Regulations 2013](#).

Introduced by the [Welfare Reform Act 2012](#), is replacing Disability Living Allowance from April 2013. Claimants on Disability Living Allowance previously, will be invited to transfer to PIP as DLA is phased out.

NOTE: The information provided is applicable to **UK based claimants only**. Northern Irish claimants should view [this site](#) for further details applicable to the process in NI.

What is PIP?

PIP is a benefit that provides **extra monetary support** to a person who has a long-term health condition, disability or mental health condition. And, the person is experiencing difficulty in their daily lives and mobility due to this condition.

PIP is:

1. Non-means tested
 - a) Not depended upon earnings, savings or capital held by claimant
2. Non-contributory
 - a) Not depended upon National Insurance contributions
3. Tax free

Who can claim PIP?

This **benefit is available** if you are:

1. Aged **16 to 64**
 - a) Over 64 DLA will continue to be paid
2. Resided in the UK for at least 2 years
 - a) Sponsored immigrant
 - b) Habitually resident in UK
3. Have a long-term health condition and require help with daily tasks
 - a) Need this help for **3 months** and expected to continue to require for 9 months
4. Working or unemployed
5. In receipt of other benefits

NOTE: There are exceptions to these if terminally ill or family members of Armed Forces.

Tip: The process of assessment for PIP can take a **very long time**. Claimants should:

- a)** Submit claim as soon as possible, without delay, and
- b)** Provide extensive evidence to support their claim.

What is the rate of PIP payments?

PIP is comprised of **two components**, called the **daily living** and **mobility** component. As such the PIP payment is based on the award given for each of these components. A claimant may receive both components, and one component alone.

Daily living and mobility components can be paid at either **standard rate** or **enhanced rate**.

The **daily living** component:

- 1. Standard Rate - £55.10
- 2. Enhanced Rate - £82.30

The **mobility** component:

- 1. Standard Rate - £21.80

Note: If in receipt of the standard rate mobility component can claim a 50% reduction in vehicle tax.

- 2. Enhanced Rate - £57.45

NOTE: If in receipt of the enhanced rate for the mobility component of PIP could be eligible to join the Motability scheme, and can apply for vehicle tax exemption.

When is PIP Paid?

PIP is paid every **FOUR** weeks.

If a claimant is terminally ill, rate is £83.30 (at least) paid **every week** with a fixed time period of 3 years.

Length of time PIP awarded?

PIP is awarded for **fixed periods of time**. Time periods will be fixed by the Department Work and Pensions (DWP) during the assessment of a claim.

DWP will inform you **14 weeks before your PIP is due to end**. This is to prompt a claimant to reclaim PIP, as the DWP can take an extensive period of time to assess a new claim. This will prevent a break in your claim for PIP.

Process for claiming PIP

Claiming PIP has three stages.

Stage 1:

- 1. **Phone DWP 0800 917 2222**
Details you will required to provide:

- 1. Date of Birth
- 2. Contact details (address and phone details)
- 3. National Insurance Number
- 4. Bank details
- 5. Health provider details (Doctor)

Stage 2:

- 1. PIP claim form will be posted to claimants address – called **‘How your condition affects you’**.
 - a)** Must be sent within **ONE month** of the date on letter
 - b)** Ensure form is complete to a **high standard**

- c) Supply **supporting evidence** where necessary – focus information on list of tasks (see below list of areas of assessment):
 - i. Doctors
 - ii. Health care worker
 - iii. Psychotherapist
 - iv. Counsellor
 - v. Support worker
 - vi. nurse
- d) Supply **aids required** for mobility or daily living
- e) Supply **names of helpers**
- f) State if individual in **receipt of Carers Allowance** for the claimant
- g) List **medication**

Information will be required in relation to the following **tasks**:

1. Preparing and cooking food
2. Eating and drinking
3. Managing treatment
4. Washing and bathing
5. Managing toilet needs
6. Dressing and undressing
7. Communicating
8. Reading
9. Mixing with other people
10. Making decisions about money
11. Going out
12. Moving around

Tip: Photo **copy claim form, and all accompanying evidence**, prior to submitting. If a claimant has not heard from the DWP, phone and ensure claim form has been received.

Stage 3:

Face-to-face Assessment

A claimant will be required to **attend an assessment** conduct by a health worker professional. This assessment will determine the **level of assistance** required and a **claimant's eligibility** to receive an award of PIP.

A claimant will be asked to address:

1. **Areas of difficult**, such as dressing/undressing, mobility indoors & outdoors
2. How **condition impacts** your ability to move, do basic tasks
3. **Frequency and duration** of pain and how it affects daily living

NOTE: If a claimant is award PIP, the DWP will conduct regular face-to-face assessments.

Tip: In addition to the verbal account supplied, the health worker professional will ask a claimant how they arrived at the assessment centre. Additionally, they will assess your ability to manoeuvre during the assessment.

For further assistance in completing the PIP claim form visit the [CAB site](#).

What to do if you are refused PIP?

A claimant will be informed of the DWP decision in relation to their entitlement to PIP in a decision letter. If a claimant wishes to **challenge the decision**, this is a three stage process.

Stage 1:

1. [Phone DWP 0800 917 2222](#)
 - a) Address the reasons why you disagree with the decision
 - b) Provide further supporting evidence for DWP consideration

Stage 2:

1. Request a Mandatory Reconsideration of the decision
 - a) Formal request for a reconsideration of the decision

Stage 3:

2. Appeal the Mandatory Reconsideration Notice to The Social Security and Child Support Tribunal
NOTE: A mandatory reconsideration **must be requested before a claimant can make an appeal** to the Social Security and Child Support Tribunal.

How to request a Mandatory Reconsideration?

A claimant can request a mandatory reconsideration when phoning the DWP.

Additionally, a request should be put in writing:

- 1) within **ONE MONTH** of the decision letter
- 2) State that it is a Mandatory Reconsideration Request
- 3) Supply reasons why you disagree with the decision
- 4) Supporting evidence if applicable

The DWP will reconsider the decision based on the evidence provided. A claimant will receive a **Mandatory Reconsideration Notice**. This Notice will give details of the outcome of the mandatory reconsideration and list reasons for the decision.

How to Appeal a Mandatory Reconsideration

If unsuccessful in overturning a refusal of a PIP award via the mandatory reconsideration process, a **claimant may appeal** to the Social Security and Child Support Tribunal.

To start an appeal:

- 1) Complete [SSCS1 form](#) and [Guidance Notes](#)
- 2) Submit appeal within **ONE MONTH** of mandatory reconsideration notice date
- 3) Address activity task list in a) [daily living](#) and b) [mobility](#)
- 4) Post to address on SSCS1 form

What to do for the Appeal?

A claimant will receive appeal papers, this will contain the primary face-to-face assessment report that was used to make a decision on your entitlement.

Review the report, look for areas of:

- 1) That you dispute the accuracy of what is reported
- 2) misunderstanding of the facts
- 3) Incorrect evidence used
- 4) Areas where you did not understand the question

When applying the [assessment areas](#) include the following:

- 1) Clear description of pain levels
 - a) Frequency of pain
 - b) Duration of pain
 - c) Gravity of pain
- 2) Periodic or unexpected periods of pain
 - a) Clearly state if pain is unpredictable in nature
 - b) State the impact this has on safety and ability to operate in a normal day
- 3) Realistic estimation of ability
 - a) Carefully assess your ability to walk, safety and how far

- b)** State if, beyond this estimation, your safety or health is impaired
- 4)** Highlight areas where assistance is required
 - a)** State assistance provided by family members, including children
 - b)** State if in receipt of carers allowance for assistance
- 5)** List all household aids/equipment required due to condition
 - a)** Hand rails
 - b)** Dressing aids
 - c)** Walking aids
 - d)** Adaptable bedroom furniture
- 6)** Psychosomatic effects of physical impairments
 - a)** if anxiety or depression etc. prohibit you from certain activities
- 7)** State ability to handle financial issues
 - a)** Ability to handle sums whilst in supermarket
 - b)** Household bills such as mortgage, car insurance
 - c)** Ability to count loss change
- 8)** Inability to participate in conversations
 - a)** Dissociative states
 - b)** Communicational disabilities
 - c)** Learning difficulties that impact ability to function

Supporting evidence:

- 1)** Doctor's letter detailing your illness/disability
 - a)** Letter should include how the illness/disability impacts daily live and mobility
- 2)** Psychotherapy records
- 3)** Carers, Social and/or Health Workers report
- 4)** Supply list of all medication
- 5)** Documentation as to home improvements due to illness/disability

The Appeal

A claimant will be informed at least on month prior to a hearing date. The appeal process is independent from the DWP. It will be presided over by two, or three persons. One must be a medical professional and the other will be a legally qualified person.

A claimant can represent themselves or can seek the help of a [Citizen Advice Advisor](#) or a [lawyer](#).

Outcome

Normally, a claimant will be informed of the Tribunals decision at the end of the hearing. However, the Tribunal may need time to consider all information and will return a decision within a stated time period.