

**Choosing to Employ**

Should you choose to employ your PA directly, you will be introduced to Connection Support.

Connection Support offer a range of information, advice, and support to help people receiving Direct Payments (DP) buy services and support tailored towards their individual preferences and lifestyles. This includes assisting people in becoming the employer of their own Personal Assistants.

Becoming an employer will require some time and a level of commitment from you.

We understand that for many people, becoming an employer can be a very daunting experience, and our support is provided in a way which helps empowers people to become more confident and able employers, fully equipped to undertake their employer responsibilities.

**Our Support Facilitators can:**

* Help you understand how a DP can be used and managed
* Help you understand your on-going responsibilities as an employer
* Offer a Holding Account service which can receive the DP funds and pay any PA wages and other care bills on your behalf (although all other employer responsibilities remain with you)
* Offer a Payroll Service to help you administer any pension auto-enrolment and contributions and staff wages through Pay as Your Earn (PAYE)
* Provide employment advice and support in all areas of advertising, recruiting, and employing personal assistants, including making contingency plans for when your PA is unavailable.

**Our Support Facilitators can not:**

* Make decisions or undertake the employer responsibilities on your behalf
* Provide practical care directly to you
* Help to pay bills or apply for welfare benefits
* Help advocate with any complaint
* Arrange cover for any absences or other shortfall in your care

**Direct Payment & Employer Helpline:** Our Helpline is the first point of call for an employer with further questions or in need of advice with their employment arrangements, and access is offered on an on-going basis.

We may need to consider withdrawing our service if we are unable to engage with you on a regular and timely basis.

www.connectionsupport.org.uk

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