



# **Moving into Residential Accommodation**

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## ***IF YOU HAVE MOVED INTO RESIDENTIAL CARE ON A TEMPORARY BASIS***

Please advise the Scheme Manager (if you live in sheltered accommodation) or the Housing Manager about your decision. If you want we can attend the meeting, which will usually be held between you and Social Services. This is to discuss your proposed move into a Residential Home.

In this way we can provide information on the accommodation that you currently live in, any alternatives that are available and also what services are available. This all helps with the final decision.

If you do decide to go into residential care on a temporary basis any Housing Benefit / support costs that you currently receive should continue to be paid to you. Fees for the Residential Home can be covered by other types of benefit.

It is however best if you, or your family, contact Housing Benefits to find out exactly what you are entitled to.

Please advise Pickering and Ferens Homes when you return to your property.

If however you decide to stay permanently please see the next section.

### ***IF YOU DECIDE TO MOVE INTO RESIDENTIAL CARE PERMANENTLY***

You must advise the Housing Section as soon as you (or your family / Social Services) decide that you will be moving into residential accommodation on a permanent basis.

You must give Pickering and Ferens Homes at least 4 weeks notification of your intention to end your licence. A licence agreement ends at 12 noon on the agreed Monday.

If keys are returned later than this you will be responsible for the maintenance charge (rent) on the property until the Monday after the keys are returned.

If you are in receipt of Housing Benefit / Support Costs (which are paid directly to either yourself or Pickering and Ferens Homes) you may be entitled to benefit during the 4 week notice period.

We may ask you for permission to show a prospective resident around the property in order to speed up the allocation process. We understand however that this may be a very difficult time for you and your family so you are of course entitled to refuse the accompanied viewing.

You will need to make sure all items of furniture, carpets and curtains are removed before you return the keys. If however you have agreed with the incoming residents that carpets and / or other goods will be left in the property you must inform us of this as soon as possible and always prior to leaving the property. The incoming resident must sign a waiver form.

If any unauthorised items are left in the property you will be charged for their removal.

You are expected to leave your home clean and in a good state of repair, otherwise you will be charged for rectifying the damage or clearing out any rubbish. Any unauthorised alterations to the property that have been carried out may have to be reinstated to their original condition. A charge will be payable to Pickering and Ferens Homes for any costs incurred if we have to carry out any work to reinstate any unauthorised alterations.

Finally if there is any maintenance charge (rent) outstanding, or in credit, you will be informed of this as soon as the information is available.

Please refer to the 'Leaving Your Home' Leaflet for more details.

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