

Who Are We?

WDPSS is a service run by Compass Disability Services to support people in Wiltshire who manage their own care arrangements. Since 2006 we have been contracted to give support to any one in Wiltshire who receives a Direct Payment from the Council to pay for their own care needs. This gives us plenty of experience in supporting people with all the aspects of employing their own staff.

We can also offer this service to people who fund their own care.

How Can We Help?

We have advisors who live and work in Wiltshire. They will visit you in your home, or other prearranged place, to support you with:

Budgeting

You know what care support you want, but do you know how much it will cost? We can help draw up a budget.

Recruitment

If you haven't found your personal assistant, carer or support worker yet, then we can help draw up an advert, job description and person specification and give advice on interviewing. You can also use our office as a mailing base to avoid giving your address.

Contracts of Employment

We can support you to draw up a contract according to your wishes and advise on other legal aspects.

CRB Checks

We can organise a Criminal Records Bureau check and advise on keeping yourself safe. (Extra cost)

Managing Staff

We can help with rota planning, and advise if you have problems with staff.

Paying Staff

We run a payroll service from our Taunton office. All you need to do is tell us how much your employees have worked and we will work out their tax and national insurance and tell you how much you need to pay them and the tax office. Our advisors can help with the paperwork to set this up.

Banking Service

If you don't want the fuss of making all the different payments yourself you can make one payment to us and we will pay all the different people for you.

Insurance

If you are employing someone you should have employer's liability insurance. We can advise on your insurance needs and help with the form filling.

How Much Will It Cost?

Set-up Support (Up to 8 hours including travel time) Any advice and support needed to set you up on employing your own staff.	£165
Record Keeping and Other Regular or One-off Support (includes travel time)	£22 per hr
Recruitment Advertising Package (includes placing adverts and administering applications - not cost of adverts)	£60
Payroll	
Set up costs	£20
Payroll Run £3 per employee between 1 and 3, £2 if more employees	
End of year payroll run	£15
Banking Service	
Set up cost	£60
Monthly Charge (up to 5 payments)	£5

Wiltshire Direct Payment Support Service
Managed by Compass Disability Services
Charity No. 1099376

Unit 11 -12, Belvedere Trading Estate
Taunton, TA1 1BH Fax: 01823 351790
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Email: info@compassdisability.org.uk
www.compassdisability.org.uk

Contact us to receive this leaflet in accessible formats
(large print, easy read, tape)



Self-funders Support

Do you employ your own care support staff?

Do you worry about the legal aspects of this?

Do you struggle with pay and tax deductions?

We Can Help!