



*“Never neglect an opportunity for improvement”
Sir William Jones*

Welfare Benefits Training Courses 2018/19

We are pleased to inform you of our new training courses, which will be delivered throughout the coming year. Please see below for details.

Introduction to Welfare Benefits

This one day course will give a comprehensive overview of the welfare benefits and credits system. The course will be delivered in an interactive style with the opportunity to further learning through the use of case studies.

By the end of the day participants will:

- Understand the structure of the benefits system
- Understand the classification of benefits into contributory/non-contributory and means tested/non means tested groups
- Identify which benefits fall into the above groups
- Understand common rules such as right to reside, capital rules and how to challenge decisions
- Understand who may be able to make a claim for welfare benefits
- Recognise factors which can increase or decrease benefit entitlement
- Have developed an awareness of the benefits system; its complexity and structure and an insight into the interlinking of benefits.
- Know how to use the welfare rights service

The following charges will apply to this course:-

Free of charge to Internal delegates

Free of charge to External Organisations within the Dudley Borough area

£30 charge to External Organisations outside the Dudley Borough area

Please note:

The course is free for internal delegates & external organisations within the Dudley Borough area for those attending on the **first occasion only**. Due to high demand for this course there will now be a charge of £30 for internal delegates and £50 for external organisations for anyone wishing to attend a repeat course, also note that although this course is free of charge, if you are unable to attend, please advise us within 24 hours. **Failure to do so will result in a £30 charge being incurred.**

Available Dates:

- 18th April 2018 - **FULL**
- 21st June 2018
- 25th September 2018
- 27th November 2018
- 23rd January 2019
- 4th March 2019

We recommend that anyone wishing to book one of the following Courses firstly attend the Introduction to Welfare Benefits course, unless they already have an existing basic knowledge of the benefits system.

EEA Nationals

This one day course will provide a brief overview of this very complex subject. It will look at the rules and principles relating to EEA Nationals and benefits. We aim to deliver the course in a format which will make it easier for participants to understand.

By the end of the day participants will:

- Understand a number of common terms used.
- Know which countries are covered by European law.
- Understand the rights and the tests which apply to EEA, UK Nationals or both
- Understand the conditions of entitlement for means tested and non means tested benefit.
- Understand the rules for workers and self employment and know what happens if you are unable to work due to illness or pregnancy.
- Understand the rules for family members of EEA Nationals
- Understand how a person can derive the right to reside based on someone else's status.

Available Dates:

18th July 2018

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Benefits for young people

The aim of this course is to assist advisers, social workers, and support workers who assist young people, particularly those aged 16-21. The course will explore the complex maze of benefit rules which affect this group of claimants.

The course will assume that those attending already hold a basic knowledge of the benefits system (possibly through attending the Introduction to Welfare Benefits course)

By the end of the course, you will understand the rules for:

- Income support and employment and support allowance
- Jobseeker's allowance (including severe hardship and sanctions) and housing benefit

- What the introduction of universal credit and other welfare reforms will mean for young people
- The benefit entitlement of those in particular situations, such as disabled young people, looked-after children and care-leavers, workers and apprentices, people on training courses and in further education, those who are pregnant and lone parents, and those living away from their parents.

Available Dates:

5th September 2018

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Universal Credit (UC)

Universal credit is a new benefit which is at the heart of the Government's Welfare Reform. National roll out began in Autumn 2013. This benefit will replace most of the current system of means tested benefits and tax credits. The benefit is being implemented gradually; it was introduced to Dudley borough in 2015.

Our course will examine the structure of universal credit; look at the administration process, including claims and payments, and will explore how benefit will be calculated. We will also examine conditionality and sanctions. There will be the opportunity for discussion and exploration of the issues through the use of case studies.

By the end of the course you will understand:

- Which benefits are replaced by universal credit
- How universal credit is calculated
- Administration, including claims and payments
- Conditionality and sanctions
- Transitional protection

Available Dates:

16th May 2018

1st November 2018

21st February 2019

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Sanctions for JSA/ESA and UC

In the current climate, sanctions are increasingly seen as a tool to deal with the issue of worklessness. This represents the aims of the current Government to cut welfare spending by ensuring that people move from welfare to work.

This course will pick apart the requirements and expectations of the DWP for jobseekers, and those that are considered to have limited capability for work. We will also consider the application of the regime imposed for those who fail, or are not able to comply. There will be ample opportunity for discussion, and useful tips on how to successfully challenge decisions to impose a sanction.

By the end of the course, you will understand:

- Jobseekers rules for availability/actively seeking work;
- Requirements for participation in the work programme;
- The rules around sanctions and how they can be imposed;
- How to challenge sanction decisions

Available Date:

30th October 2018

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Benefits for families with children with disabilities

This course is designed for people who work with/ support families who have children with disabilities. We understand that it can be very challenging looking after children who have disabilities so the more support these families can get the better. This one day course will give you an awareness of the available benefits.

By the end of the course you will be able to:

- Identify the benefits that parents of children with disabilities can claim for themselves
- Identify the benefits parents can claim for their children
- Understand the qualifying conditions for each benefit.
- Understand how entitlement for certain means tested benefit may give you an entitlement to another (passport).
- An awareness of grants/funds available from local government, central government and charitable organisations.
- How to challenge decisions.

Available Date:

9th January 2019

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Work Capability Assessment (WCA) for Employment Support Allowance (ESA) and Universal Credit (UC)

This course is designed to help you to understand and navigate your way through the process.

By the end of the course you should be able to:

- Understand the structure of ESA and UC
- Understand the implications of the WCA for rates of payment
- Understand the WCA
- Know how to complete an ESA50/UC50

Available Dates:

4th June 2018

7th February 2019

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisation

Personal Independence Payment (PIP)

This one day course will examine the structure of PIP, and allow exploration of the descriptors and the assessment process. There will be opportunity to work through case studies, and examine the possible effect on service users.

By the end of the course you will have:

- An overview of the structure of PIP
- An understanding of how PIP will be assessed
- Explored who is likely to qualify and who is likely to lose disability benefits
- A working knowledge of PIP descriptors and how they apply to each activity
- An understanding of the interaction between PIP and other benefits
- Knowledge of how to challenge a decision

Available Dates:

4th July 2018

5th December 2018

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

Benefits for older people

Many people who have reached the age to retire often miss out on claiming benefits. Some have worked all their life and therefore have no knowledge of the benefit system, often struggling financially on state retirement pension only. This one day course will help participants, particularly those who work with this age group, identify any benefit entitlement.

By the end of this course participants will be able to have an understanding of

- Pension credit and state retirement pension
- Benefits available for people of pension age with disabilities
- Help available for housing cost, rent and council tax
- Benefits available for carers
- Benefits available for those affected by bereavement
- Health benefits
- Public transport concessions
- TV licence concessions
- Winter fuel and cold weather payment

Available Dates

3rd October 2018

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

What people who've been on our courses say about us

"An interesting and stimulating day, well presented. Covered all aspects of Welfare Benefits. A really good overview"

"Beforehand I was really concerned about the course being dry but found it really well presented and very interesting"

"Good handouts, power points, case studies, mixture of ways of learning"

"The examples of the case studies are quite real and happening now"

How to book - Please see attached booking form which can be returned to us via email: welfarerightsservice@dudley.gov.uk or by post: Dudley Welfare Rights Service, Brierley Hill Health & Social Care Centre, 2nd Floor, Venture Way, Brierley Hill, West Midlands, DY5 1LN or fax to: 01384 812644

Cost: £50.00 per delegate for external organisations
£30.00 per delegate for internal organisations

**The full fee is payable unless notice is received 3 weeks before course date
If your booking is *within* 21 days of an intended course, & you subsequently
cancel this booking, we will endeavour to offer you an alternative course but, if
this is not possible, the full fee will still be payable.**