

## 12 Setting an award period

### Setting an award period

1. Please note these instructions do not apply to SRTi cases (Special Rules for Terminally Ill people). **See: Special Rules**
2. When making an award, you'll need to enter how long you are awarding benefit for.
3. You can select from different award periods. Award lengths are based on a range of factors including the claimant's condition(s), the needs arising and whether or when those needs may change, (taking into account such matters as planned treatment/therapy or learning/adapting to manage a condition).
4. An award period can be from a minimum of 9 months to an 'On-going award.' (With a 10 year Award Review date). **See: Setting a Review date**
5. The award period options for you to consider are:

On-going award	These are made where any change in the claimant's health condition(s) is very unlikely and the claimant's needs arising are very unlikely to change. The Award Review date will always be 10 years from the assessment date.  <b>See : Setting a Review date</b>
Longer Fixed Term award (LFT)	You must set the end date of the award for 12 months after the review date. The award period can be for a minimum of 2 years up to a maximum of 10 years.  <b>See: Setting a Review date</b>
Short Fixed Term award (SFT) – With Review	These are for a maximum of 2 years. You'll set the review date for 1 year after the consultation, and the End date for 12 months after the review date.  <b>See: Setting a Review date</b>
Short Fixed Term award (SFT) - No Review	These are without Award Reviews. They can be for a minimum of 9 months and up to a maximum of 2 years.

## When setting an award period

6. When setting an Award period you must consider the claimant's health condition(s), and the needs arising .The evidence you can consider can come from:

- the claimant's questionnaire
- any other evidence provided – this includes evidence provided by the claimant and evidence collected by the Assessment Provider (AP) and
- the AP recommendations and advice

Following the explanation the AP gives before considering any award period, it's important to check:

- the period chosen is appropriate and consistent with the condition(s) and other evidence received
- the AP has provided a suitable explanation of their recommendation
- the AP has completed all relevant advice sections.

The AP will provide a review period unless they either consider the claimant's needs are stable and highly unlikely to improve, in which case you may consider an On-going award, or the needs are expected to have improved to the point that a PIP award is no longer appropriate '

- You must take the appropriate actions to clarify anything in the AP's recommendation or other evidence that is unclear, or if there has been any relevant evidence received at DWP the AP may not have seen.
- If there are any issues with the report/evidence please refer to the Re-Work instruction. If you require any advice regarding award duration connected to the report consult the QAM who may contact the AP.

**See: Referring to QAM**

## On-going award

7. On-going awards for claimants can be reached in one of two ways:

- following advice from the AP that no review is required and the claimant's restrictions on Daily Living/ and or Mobility are stable and unlikely to change significantly or they have very high levels of needs which will only deteriorate.
- and where the claimant is awarded enhanced/enhanced and their needs are not going to improve or would only deteriorate.

8. If the AP considers the claimant's restrictions will continue but are likely to deteriorate they may advise on an appropriate review period rather than no review.

9. If the AP recommends a review date you must consider (a) whether the AP has also answered 'Yes' in the PA3/4 report to the question "It is likely that the functional restriction identified in this report will be present at the recommended point of review" or (b) stated that the claimant's condition is not likely to improve or deteriorate over the specified period.

See: Diagram One

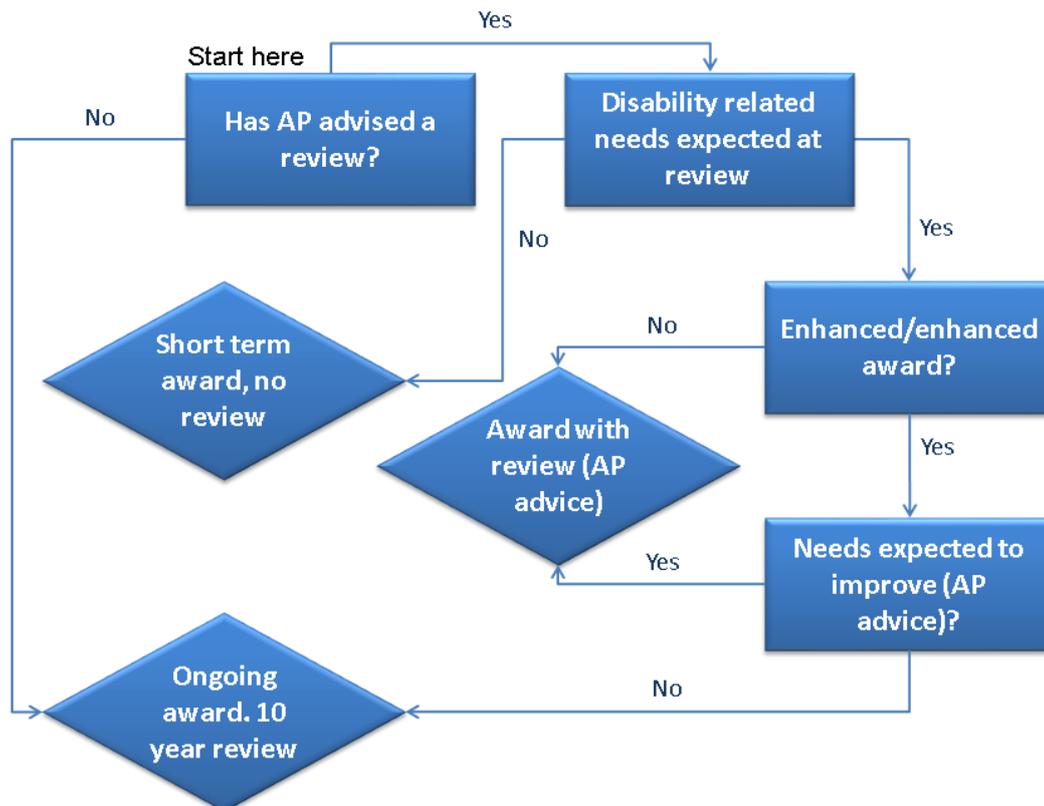
10. If the AP considers the claimants restrictions are likely to deteriorate; check if the outcome is enhanced/enhanced. If so, an on-going award should be made.

11. If you decide an on-going award applies, don't record an end date in PIPCS

12. The award review date will be set from the consultation date and will always be 10 years.

13. On-going awards will be subject to a 'light touch' review. The process is yet to be designed.

## Diagram One



## Longer fixed term award

17. Longer fixed term (LFT) awards with Award Reviews are appropriate if it's likely the claimant's level of restriction in Daily Living and Mobility activities may change in

the longer term. This means the claimant may have some improvement or deterioration that could result in a change in the rate and duration of PIP entitlement.

See: Diagram One

15. For any decision on the period of an award, you must decide if a LFT is appropriate based on all the evidence. See: **When Setting an award period**

16. A LFT award would be appropriate where the AP Indicates the functional restrictions are likely to be present at the recommended point of review and also recommends a review date of more than 12 months from the date of the consultation.

17. Once the review date is reached PIPCS will automatically issue AR1 with covering letter PIP1043 and the claimant is given 1 calendar month from the day after the date of issue to return the AR1

## **Short Fixed Term Award – With Review**

18. A SFT award with an Award Review follows the same process as longer fixed term awards but where the AP recommends a review date of one year or less.

See: Diagram One

19. Once the review date is reached PIPCS will automatically issue AR1 with covering letter PIP1043 and the claimant is given 1 calendar month from the day after the date of issue to return the AR1.

Example 1

- Claimant assessment consultation on: 07/06/2017
- AP recommends review in one year
- AP answers Yes to question 'It is likely that the functional restriction identified in this report will be present at the recommended point of review'
- Report clearly indicates that the claimant's condition may improve to some extent but there may or may not be any effect on their functional limitations.
- You'd make a SFT award. The Award Review date should be set for one year after the date of the consultation, and the End date of the award should be set for 12 months after the Award Review date.

**See: Setting a Review Date**

This gives a PIP Award Review date of 06/06/2018 and end date of award as 06/06/2019.

## **Short Fixed Term awards – Without Review**

20. You'd consider a SFT award without a review if the AP:

- Answered 'No' to the question "It is likely that the functional restriction identified in this report will be present at the recommended point of review' and
- Indicates in the report the claimant's limitations would be expected to improve to such an extent that they are unlikely to have the degree of difficulty in activities that result in entitlement at the end date of the award.

See: Diagram One

21. A SFT award without an Award Review stops when the award ends. If the claimant considers they still have difficulties with Daily Living and Mobility, they can claim again.

22. At 14 weeks before the award expiry date PIPCS automatically issues an 'End of Award' notification letter to the claimant or the appointee. This letter advises the claimant the award is ending and how to make a new claim if they believe their health needs have continued. **See: Advance Claims**

Example 2

- Claimant assessment consultation on 07/06/2017
- AP recommends review in one year
- AP answers No to the question 'It is likely that the functional restriction identified in this report will be present at the recommended point of review'
- Report clearly indicates that in 9 months to a year the claimant will have improved to the extent that they will have either no functional limitations or very low level
- You would make a SFT award for a year from date of consultation
- The end date of the award will be recorded as 06/06/2018