

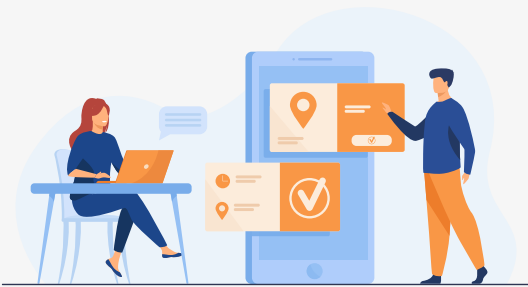
Appendix 25.

**Expert Patient
Programme
Toolkit**

Participation and Money fact sheet

(easy read)

Here are some things you need to know about the money you get and the tax you have to pay. You can talk to the teaching team if you don't understand.



We need to know that we have **the right information** about you, like your address or phone number. You will need to **write all your information** down on the "**Data Sheet**" and bring it in next time you come.



We also want to know if you are still **wanting to come** and take part in the sessions. This is known as consent. You will need to **write that you want to come** on the "**Patient Consent Form**" and **bring it in** next time you come.



The work you do with Derbyshire Healthcare NHS Foundation Trust is only sometimes. You will not be an employee. This means **you can choose when you want to do the work**. If you don't want to work, you don't have to work.



Some people like to do this work for **free**. Some people like to get **paid** for this work.

If you want to be paid you should read the information on the next page.



If you get paid you might need to **pay tax**. However because there are only a small number of teaching sessions, it is not likely that you will have to pay tax.

HMRC are the people who look after taxes for the UK. It is **your job to let HMRC know about the money you get paid**. HMRC will help you and tell you what to do next.

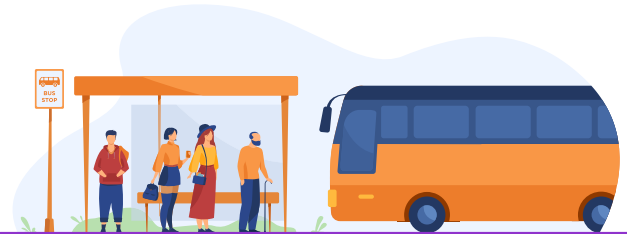
If you get paid **less than £2,000** a year, HMRC might change your personal allowance. You will need to tell them how much money you think you will get.

If you get paid **more than £2,000**, HMRC may ask you to fill in a self assessment form every year.

If you need help with the self assessment you can call 0300 200 3310.

You will need to know your **National Insurance number** when you talk to them on the phone.

They are open
Monday, Tuesday, Wednesday,
Thursday, Friday
8am - 8pm
Saturday
8am - 4pm



If you get money back for paying for things like bus fare, you **do not** need to tell HMRC about it.

If you **don't understand this information** you can talk to the teaching team.

The money that you get might mean a change to your benefits. **Please talk to the benefits office about this**. We cannot help you with your benefits but we can help you to find the right person to talk to.