



Professional
Deputies

**MANAGING THE PROPERTY AND FINANCIAL
AFFAIRS OF VULNERABLE ADULTS**

ACTING AS YOUR APPOINTEE





WHEN CIRCUMSTANCES CHANGE

The administration of one's financial affairs is never easy and becomes more complex as we become older and our needs change. Wealth planning, state benefit entitlement, care fee costs, wills, long term care funding, powers of attorney - the list goes on and on. Few individuals have experience of such matters, yet are often required to provide support to family members, friends and relatives, often with little or no notice. This can be further complicated when an individual requires personal care, and their mental capacity starts to diminish.

WHO ARE WE?

At Professional Deputies we have built a dedicated team of professionals from both the private and public sectors, enabling us to offer assistance and expert guidance in addressing these issues, allowing family and friends to concentrate on caring for their loved one, knowing that their financial affairs are in safe hands. With a wealth of experience in the field, we are able to provide an all-round money management system for people that are unable to manage their own finances due to mental incapacity.



WHAT DO WE DO?

Professional Deputies manage the property and financial affairs of adults who are deemed mentally incapable of doing this themselves, and have no family or friends that could or want to assist them with this vital day-to-day task. These adults are some of the most vulnerable members of society, and safeguarding their assets is at the heart of what we do. By working with the individual's support network, we are able to concentrate fully on our main responsibility - administering our client's funds and assets. Assisting families with Court of Protection applications also forms a large part of our work.



REGULATORY, INSURANCE & PRINCIPLES

All of our court appointments are authorised by the Court of Protection and regulated by the Office of the Public Guardian, which ensures the actions we take on behalf of our clients are transparent, fully compliant with the Mental Capacity Act and subject to independent review. Professional Deputies is under-written for £3,000,000 of Professional Indemnity Insurance. In addition security bonds are also taken out for every Court of Protection client whose affairs we manage. We are also required to submit an annual report to the Office of the Public Guardian for all of our Court of Protection clients, accounting for how we have managed our clients' financial affairs throughout the year. Lastly an assurance visit is conducted annually by the Office of the Public Guardian where they visit a selection of our clients, whilst also physically visiting our offices.



We believe in openness and full accountability, and have based our business on four sound principles:

- Do what you say you are going to do
- Finish what you start
- Treat others how you would like to be treated
- Always say 'please' and 'thank you'



APPOINTEESHIP IS OFFERED TO A PERSON WHO JUST RECEIVES STATE BENEFITS, BUT LACKS THE MENTAL CAPACITY TO MANAGE THEIR OWN FINANCES.

Appointees are appointed by the Department of Work & Pensions (DWP), and are provided with the authority to manage the state benefits of the client. This is the extent of an Appointee's control. It is important to note that if a client is in receipt of any other income apart from state benefits, or has funds held within a bank account, then an application to the Court of Protection (CoP) to become deputy for that person will be likely.

The responsibilities of an Appointee include:

- claiming benefits for the client, including completing and signing any claim forms
- collecting/receiving benefit payments for the client
- reporting any changes in the client's circumstances
- paying any relevant expenses that the client is due to pay eg. residential care home charges

When a new client is taken on by Professional Deputies we will do a full 'welfare benefit health-check', ensuring that the client is receiving their correct entitlement to all welfare benefits. Having this specific in-house experience (where we already work with a number of law firms who may not have such in-house experience) also allows us to offer expert guidance on challenging benefit decisions by either the mandatory reconsideration or independent appeals process.

Professional Deputies will then converse with the client's circle of care (eg. social worker, family member, care provider) to come up with a suitable weekly budget for the client's necessities. Such necessities could be food, social expenditure, toiletries, travel, hobbies etc. Often clients will be referred to us because they have got themselves into financial difficulty, and are having to deal with debt issues. It is our job to then deal with such debts on behalf of our clients, and we will often find that within 3 - 6 months we have managed to clear such debts with careful financial planning. On top of this over the course of a year, on average we find that our clients' capital levels will increase by 25%. Again this is all down to careful financial planning, which then leads to greater security for our client, and positivity about the future.

WE WORK WITH WITH LAW FIRMS, WILL WRITERS AND ESTATE PLANNERS, LOCAL AUTHORITIES, CHARITIES, CARE PROVIDERS, THE NHS AND THE GENERAL PUBLIC TO NAME A FEW, WHILST OUR CLIENTS WILL GENERALLY COME FROM ONE OF THE FOLLOWING CLIENT GROUPS: ELDERLY, LEARNING DISABILITIES, MENTAL HEALTH, ALCOHOL & SUBSTANCE MISUSE AND PHYSICAL & SENSORY DISABILITIES.

Professional Deputies has Corporate Appointee status with the DWP.



Professional
Deputies

MANAGING THE PROPERTY AND FINANCIAL AFFAIRS OF VULNERABLE ADULTS

Rowlandson House
289 - 293 Ballards Lane
London N12 8NP

020 3011 5586/5587
info@deputyship.co.uk
www.deputyship.co.uk

You can also keep up to date with what is happening at Professional Deputies, by following us on LinkedIn at:
www.linkedin.com/company/professional-deputies



Andy Riddle, the owner of Professional Deputies, also owns and manages the main group on LinkedIn when it comes to managing vulnerable clients' financial affairs – Managing the Financial & Legal Affairs of Vulnerable Adults. If this is of interest please visit:
www.linkedin.com/groups/4034445/profile

**CALL TODAY FOR A
FREE
CONSULTATION
020 3011 5586/5587**

We provide a free consultation in order to fully understand your requirements, and ensure we can offer appropriate assistance.