

WELCOME

Welcome to LCA's latest Welfare Rights Training Brochure.

People in receipt of benefits and the agencies that support them are facing unprecedented challenges—

- we are experiencing the roll-out of Universal Credit, with the full service going live in Liverpool from summer 2018
- the high number of cases waiting to be heard at Tribunal
- the migration of people onto Personal Independence Payment

I hope that the training courses on offer in this brochure will equip you with the skills and knowledge to support your clients.

Ann Dobie

Welfare Rights Specialist

HOW TO BOOK

TRAINING COSTS

1-day course

£65—charity/voluntary sector

£85—private/public sector

2-day course

£115—charity/voluntary sector

£150—private/public sector

All courses begin at 10.00 am and finish at 3.00 pm.

HOW TO BOOK

To book your place, contact us on 0151 294 3040 or email enquiries@liverpoolcommunityadvice.org.uk

CANCELLATIONS

To cancel your place and to get a full refund, we require a minimum of 5 working days' notice before the course date. If you cancel with less than 5 working days' notice, or do not attend, we will invoice your organisation the full fee for the course.

If you cannot attend, another person may attend in your place with no extra charge. Please let us know the requirements of the person attending.

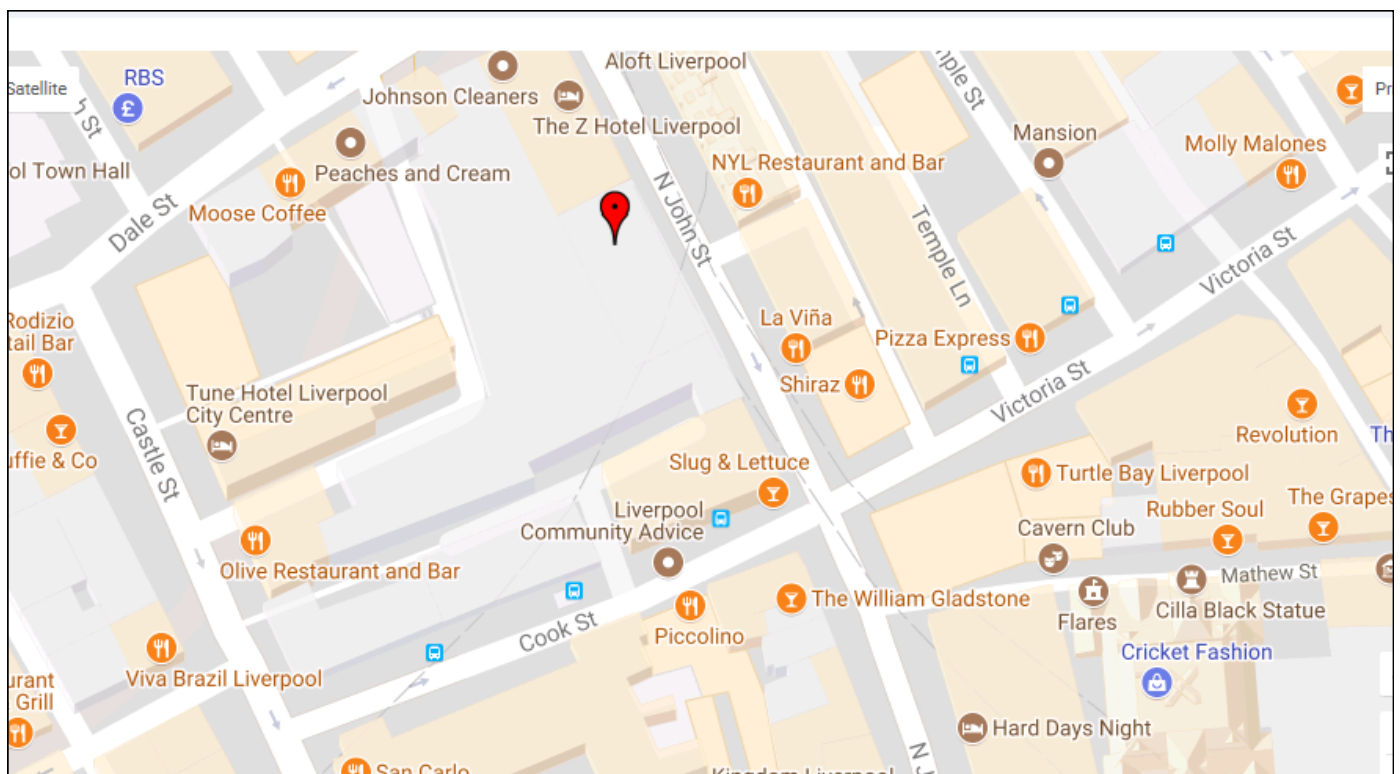
LCA reserve the right to cancel a course should there be insufficient bookings to make the course viable. In such cases, course fees received will be reimbursed where requested.

COURSE VENUE

All training sessions will be held in our
Training Suite:

2nd Floor
1 Union Court
Cook Street
Liverpool L2 4SJ

HOW TO FIND US



INTRODUCTION TO WELFARE BENEFITS

1 DAY

Friday, 18 May 2018

This course is designed for people who are new to the benefits system, either as a claimant or as an adviser.

You will learn about:

- ⇒ the difference between contributory and non-contributory benefits
- ⇒ the application of means-testing
- ⇒ the claiming process
- ⇒ some of the key changes the benefits system is undergoing

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

- ⇒ Perform a simple benefit calculation
- ⇒ Recognise the difference between means-tested and non means tested benefits
- ⇒ Discuss the different types of claiming methods

INTRODUCTION TO UNIVERSAL CREDIT

1 DAY

Friday, 8 June 2018

This course is designed for those who wish to understand more about Universal Credit

- ⇒ which benefits are being replaced by UC
- ⇒ which benefits are not affected by UC
- ⇒ who will be eligible to apply for UC

You will learn about:

- ⇒ what information about your circumstances is needed before making a claim
- ⇒ what the process is for making a claim
- ⇒ managing your UC claim on-line

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

- ⇒ assess client eligibility
- ⇒ advise on the claiming process
- ⇒ recognise effects of change of circumstance on entitlement

INTRODUCTION TO EMPLOYMENT & SUPPORT ALLOWANCE

1 DAY

Friday, 15 June 2018

This course is designed for those who wish to understand more about.

- ⇒ the criteria for ESA
- ⇒ the assessment process
- ⇒ the ESA50 form

You will learn about:

- ⇒ The additional criteria to qualify for the support component
- ⇒ the process for medical assessments
- ⇒ the descriptors used in ESA50 completion

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

- ⇒ assess client entitlement
- ⇒ decide what descriptors apply to a client's situation
- ⇒ advise on the number of points a client may achieve

INTRODUCTION TO PERSONAL INDEPENDENCE PAYMENT

1 DAY

Friday, 22 June 2018

This course is designed for those who wish to understand more about.

- ⇒ the Daily Living and Getting Around components
- ⇒ the assessment process
- ⇒ the completion of the claim form

You will learn about:

- ⇒ the difference between the components
- ⇒ the process for medical assessment
- ⇒ the descriptors used in the PIP application

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

- ⇒ assess client entitlement for each component
- ⇒ decide what descriptors apply for a client's situation
- ⇒ advise on the number of points a client may achieve

INTRODUCTION TO REPRESENTING AT THE FIRST TIER TRIBUNAL*

2 DAYS

Thursday, 12 and Friday, 13 July 2018

This course is designed for those who wish to understand more about appealing to the First Tier Tribunal

You will learn about:

- ⇒ the process for submitting a claim
- ⇒ the role of the representative and the Tribunal claim panel
- ⇒ how to research and prepare a case

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

- ⇒ Complete an SSC1
- ⇒ Identify relevant evidence needed
- ⇒ Examine the DWP submission
- ⇒ Recognise grounds to appeal to the Upper Tribunal

* Please note—this course is for people who have a good working knowledge of the benefit system

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