



Personal Budget Support Services- Price List (all prices include VAT)

<p>Managed Account Payroll Service</p> <ul style="list-style-type: none"> • Receiving and holding funds in dedicated bank account • Making payments of wages to PAs and agency/provider invoices • Keeping records and liaising with Local Authority • Full payroll processing service (see below) • Making payments to HMRC and pension providers • Arranging employers and public liability insurance • Account set-up 	<p>£478.40 per annum</p>
<p>Managed Account Service (Agency only)</p> <ul style="list-style-type: none"> • Receiving and holding funds in dedicated bank account • Making payments to agencies and providers • Account set-up • Keeping records and liaising with Local Authority 	<p>£260.00 per annum</p>
<p>Payroll Processing Service (only)</p> <ul style="list-style-type: none"> • Registration with HMRC • Calculating wages and statutory entitlements • Running 4-weekly payrolls • Unlimited Personal Assistants • Providing secure, electronic payslips • Payroll set-up and year-end processes • HMRC compliance • Auto enrolment workplace pensions administration 	<p>£144.56 per annum (1 PA)</p> <p>£197.60 per annum (2 PAs)</p> <p>£216.84 per annum (3 PAs)</p> <p>£253.76 per annum (4+ PAs)</p>
<p>Personal Health Budget Support Service</p> <p>Includes all elements of the Managed Account Payroll Service plus:</p> <ul style="list-style-type: none"> • Advice on eligibility and assistance to get an indicative budget • Support planning and identifying health outcomes • Brokerage and finding the right services • Ongoing support and liaising with healthcare teams 	<p>£21.60 per hour</p> <p>plus travel expenses</p>
<p>PA Recruitment Service (for PA already identified)</p> <ul style="list-style-type: none"> • Confirming suitability and checking references • Undertaking DBS checks (if required) • Developing job descriptions • Agreeing rates of pay and terms • Issuing contracts of employment 	<p>£198.00 per vacancy</p> <p>plus travel expenses and cost of DBS check if required</p>
<p>PA Recruitment Service</p> <ul style="list-style-type: none"> • Producing job descriptions • Advertising • Shortlisting applications and carrying out interviews at home • Checking references • Undertaking DBS checks (if required) • Agreeing rates of pay and terms • Issuing contracts of employment 	<p>£14 per hour</p> <p>plus travel expenses and cost of DBS check if required</p>