



If you contact us,
use this reference:



Department
for Work &
Pensions

DWP Personal
Independence Payment (4)
Warbreck House
Blackpool
FY2 0UZ

www.gov.uk

Telephone: **0845 850 3322**

Textphone: **0845 601 6677**

19 June 2013

Personal Independence Payment

About your claim

Dear

Thank you for your claim for Personal Independence Payment.

What we want you to do

Please fill in the enclosed form. You must return it to us by 19 July 2013 if you wish to continue with your claim. You'll need to tear off this letter from the front page of the form; you don't need to send this letter back.

On the last page of the form you'll see the return address. Place the form and any other information you wish us to see in the envelope provided so that the address shows through the window of the envelope. The envelope we've sent you doesn't need a stamp.

The form asks about any health conditions or disabilities you may have and how these affect you. Please ensure you complete the form as fully as possible to enable your claim to progress.

An information booklet is included which tells you about the questions we ask, why we ask them and gives you help with how to answer them and examples of what you can tell us. You don't need to return the information booklet.

Please send copies of any medical reports, care plan or letters from your doctor, consultant or health care professional, or other information you wish us to see, with this form.

What is enclosed:

- form - 'How your disability affects you'.
- information booklet, and
- return envelope and reply slip.

About help you may need

If you want help filling in this form or any part of it you can read the information booklet. You can ask a friend, relative or representative to help you complete this form, or you can contact a local support organisation who can provide independent help and support. You can find their details online, at your local library or in the telephone directory. If you think you'll have difficulty completing your claim that will cause a delay, please contact us on the number on the front page of this letter. A textphone is available for people who don't speak or hear clearly.

For information about benefits and services go to www.gov.uk/benefits or contact us using the numbers shown on the front page of this letter.

What happens next

It's likely you'll be contacted soon by a health professional who completes Personal Independence Payment consultations on behalf of the Department for Work & Pensions. You'll be able to take someone with you but if we have enough information already, a consultation may not be needed.

Yours sincerely

Office Manager

Personal Independence Payment for a person aged 16 or over



Department
for Work &
Pensions

Full name

National Insurance Number



To help you fill in the rest of the form

In the enclosed **Information Booklet** we:

- explain the questions we ask,
- give advice on where you can get help to complete the form,
- tell you how to answer the questions, and
- give you examples of other things you can tell us.

Where you see ⓘ you can use the **Information Booklet** to help you understand and answer the questions.



What you need to do

- Complete this form in ink.
- If you're filling in this form for someone else, tell us about them, not you.
- If the impact of your health condition or disability varies, you may find it helpful to complete a diary to help explain your needs. ⓘ Page 3 of the **Information Booklet** gives advice on how to do this.
- It is very important that you provide us with any relevant evidence or information you already have that explains your circumstances. This might include prescription lists, care plans, reports or information from professionals who help you, such as a GP, hospital doctor, specialist nurse, community psychiatric nurse, occupational therapist, social worker, counsellor, or support worker.
- Please send photocopies of any evidence with this form. If you receive any additional evidence or information which may help with your claim at a later date, please send it to us as soon as possible. ⓘ Go to Page 3 of the **Information Booklet** for additional guidance on what information to send and how you can send it to us.

- Don't delay sending any evidence to us as this may mean:
 - We may not be able to get all the information we need on which to make a decision on your claim which accurately reflects your daily living or mobility needs.
 - We may need longer to assess your claim.
 - You may be required to see a health professional to be assessed when it may not have been necessary.

Please list below the documents you're sending with **this** form.

See attached prescription list. GP letter.

Tear off the letter on the front page; you don't need to send it back. On the last page you'll see the address to return this form. Place this form in the envelope provided so that the address shows through the window. It doesn't need a stamp.

We may also need to seek additional information and evidence from professionals who know you.

Q1 Please tell us who are the professional(s) best placed to advise us on your circumstances. For example, a GP, hospital doctor, specialist nurse, community psychiatric nurse, occupational therapist, physiotherapist, social worker, counsellor, or support worker?

Name

Address

Profession

Phone/textphone number
Include the dialling code

When did you last see
them? (approximate
date)

Name

Address

Profession

Phone/textphone number
Include the dialling code

When did you last see
them? (approximate
date)

Name

Address

Profession

Phone/textphone number
Include the dialling code

When did you last see
them? (approximate
date)



- If we need further information we may contact these professionals.
- If you need to add more please continue at Q15 **Additional Information**.

Q2 About your health conditions or disabilities

 Use page 6 of the Information Booklet

Q2a Please use the space below to tell us:

- what are your health conditions or disabilities, and
- approximately when each of these started?

Health condition or disability

Approximate start date

I have depression and low self esteem and some days I cannot get out of bed.

I rarely go out now as anything can trigger panic attacks and I am currently suffering 5-10 panic attacks a week. I about leaving the house, even going to the GP.

I am very short tempered and have very little patience
Exhaustion affects my short term memory & cognitive ability. I get very little sleep so suffer fatigue & I sleep poorly & wake unrefreshed.

Due to the restless leg syndrome I have constant feeling of water running down my legs, there is a constant dull ache which also disrupts my sleep.



- We'll ask you how your health conditions or disabilities affect how you carry out day-to-day activities in the rest of the form.
- If you need more space or want to tell us anything else, please continue at Q15 **Additional Information**.

Q2b Tell us about any:

- tablets or other medication you're taking or will be taking,
- any treatments you're having or will be having, such as chemotherapy, physiotherapy or dialysis, regardless of whether NHS or private, and
- please include information on any side effects these have on you.

Medications

Any therapies ie physio, acupuncture ...

Aids and adaptations

If you need to add more please continue at Q15 **Additional Information**.

Tell us in Questions 3 to 15 how your health conditions or disabilities affect your day-to-day activities.

Q3 Preparing Food

 Use page 6 of the Information Booklet

Please tell us about your ability to prepare a simple one course meal for one from fresh ingredients. This includes things like:

- food preparation such as peeling, chopping or opening a can, and
- safely cooking or heating food on a cooker hob or in a microwave oven.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q3a Do you use an aid or appliance to prepare or cook a simple meal?

Aids and appliances include:

- perching stools, lightweight pots and pans, easy grip handles on utensils, single lever arm taps and liquid level indicators.

Yes ☐

No ☒

Sometimes ☐

Q3b Do you need help from another person to prepare or cook a simple meal?

Help includes someone:

- physically assisting you to prepare to cook food,
- cooking your food for you,
- supervising you to make sure you are safe, and
- prompting, encouraging or reminding you to cook food or how to do so.

This includes help you have and help you need but don't get.

Yes ☒

No ☐

Sometimes ☐

Q3 Extra information - Preparing Food

Tell us more information about the difficulties or help you need to prepare and cook food. For example, tell us things like:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, tell us what kind (for example whether they need to remind or motivate you to cook, plan the task for you, supervise you while you are doing it, physically help you or prepare all your food for you).
- If you use aids and appliances, tell us what type they are and how you use them.
- If you can only cook using a microwave.
- If your ability to do it varies, tell us in what way and how often - for example, telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness.
- If you put something in the box below you don't have to fill all of the box.

My sister prepares and cooks all my meals, because of severe anxiety I suffer around a kitchen. I have no concentration and I am very easily distracted. I have left the gas hob on and completely forgotten until I could smell gas and now do not attempt to use the oven or hob as it is just too dangerous for me to do. I am a risk to myself and others. I only use the microwave and I have often forgotten that things are hot and just put my hands on food and burnt myself. I do not concentrate on what I am doing and cutting is dangerous as I will lose concentration and end up slicing my fingers. I really have no concept of time and will need to set timers. I lack motivation to cook or prepare a meal, I want to do it but my mind will not allow me. I do not cook at all and rely solely on my sister. I tend to often pick at slices of ham and cold food such as bread and cereal. Easy convenient foods that do not require any preparation. If it was not for my sister I would not eat properly at all. I lack motivation and some days I have very little appetite and often overeat on sweet foods especially when I am feeling overly depressed. I am constantly waiting for something to happen and can feel extremely anxious this curbs my appetite.

If you need to add more please continue at Q15 **Additional Information**.

Q4 Eating and drinking

① Use page 7 of the Information Booklet

Please tell us about your ability to eat and drink. This means:

- remembering when to eat,
- cutting food into pieces,
- putting food and drink in the mouth, and
- chewing and swallowing food and drink.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information Box.

Q4a Do you use an aid or appliances to eat and drink?

Aids and appliances include things like:

- adapted cutlery.

Yes ☐ No ☒ Sometimes ☐

Q4b Do you use a feeding tube or similar device to eat or drink?

This means things like a feeding tube with a rate limiting device as a delivery system or feed pump.

Yes ☐ No ☒ Sometimes ☐

Q4c Do you need help from another person to eat and drink?

Help includes someone:

- cutting your food into pieces or putting food in your mouth,
- supervising you to make sure you don't choke,
- prompting, encouraging or reminding you to eat or drink, and
- helping you manage a feeding tube.

This includes help you have and help you need but don't get.

Yes ☒ No ☐ Sometimes ☐

Q4 Extra information - Eating and drinking

Tell us more information about the difficulties or help you need to eat and drink. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, tell us what kind (for example whether they need to prompt, remind or encourage you to eat, supervise you when you eat, cut food up for you or put food and drink in your mouth).
- If you use aids and appliances, tell us what type they are and how you use them.
- If your ability to eat and drink varies, tell us in what way and how often - for example telling us about good days and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness.
- If you put something in the box below you don't have to fill all of the box.

I need encouragement and prompting to eat and rely on my sister to prepare and cook my meals for me. My sister will prepare my meals and bring them round to me daily. I tend to often pick at easy convenient foods such as yoghurt's and slices of ham, If it was not for my sister I would not eat properly at all.

When I am feeling extremely depressed I will gorge on sweet foods.
This has been the case since being diagnosed with depression and anxiety. I neglect myself often.

My sister will put food in front of me and encourage me to eat. I lack motivation and have no energy some days to eat.

I always stay in my bedroom so I do not have to answer the front door, I feel like it is my safe place.

I eat the wrong foods and do not go out or exercise.

I feel drained because of this. I eat easy foods most of the times.

If you need to add more please continue at Q15 **Additional Information**.

Q5 Managing treatments

Use page 7 of the Information Booklet

Please tell us about your ability to monitor changes in your health condition, take medication or manage any treatments carried out at home.

Monitoring changes includes monitoring blood sugar level, changes in mental state and pain levels.

Home treatments include things like physiotherapy and home dialysis, regardless of whether these are NHS or private.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q5a Do you use an aid or appliance to monitor your health conditions, take medication or manage home treatments? For example using a Dosette Box for tablets.

Yes ☒ No ☐ Sometimes ☐

Q5b Do you need help from another person to monitor your health conditions, take medication or manage home treatments?

Help includes someone:

- prompting or reminding you to take medication or how to do it,
- supervising you while you take medication,
- physically helping you to take medication or manage a treatment, and
- monitoring your mental state.

This includes help you have and help you need but don't get.

Yes ☒ No ☐ Sometimes ☐

Q5 Extra information - Managing treatments

Tell us more information about the difficulties or help you need to monitor your health conditions, take medication or manage home therapies. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you use aids and appliances, tell us what type they are and how you use them.
- If you need help from another person what kind of help you need (for example whether they need to prompt or remind you to take medication or treatment, physically help you or supervise you taking medication or treatment or help you monitor your mental state).
- If you need help from another person, tell us how many hours a week of help you need on average.
- If your needs vary, tell us in what way and how often - for example, telling us about good and bad days or how it varies throughout the day.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness.
- If you put something in the box below you don't have to fill all of the box.

My sister will help prompt and control all my medication every day.

I use dosette box as I sometimes forget to take my medication and can miss doses completely.

My sister will fill the dosette box at the start of the week and give me my daily doses for each day to prevent me from very taking too much medication by accident.

I can go into another room and totally forget I have not taken the tablets.

I have no concentration so cannot be relied upon to do so either.

If you need to add more please continue at Q15 **Additional Information**.

Q6 Washing and bathing

Use page 8 of the Information Booklet

Please tell us about your ability to keep your body clean. This means things like:

- washing your body, limbs, face, underarms and hair, and
- using a normal bath or shower.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q6a Do you use an aid or appliance to wash and bathe yourself, including using a bath or shower?

Aids and appliances include things like:

- bath / shower seat, grab rails.

Yes ☐ No ☒ Sometimes ☐

Q6b Do you need help from another person to wash and bathe?

Help includes someone:

- prompting, encouraging or reminding you to wash and bathe yourself or how to do it,
- supervising you to make sure you are safe, and
- physically washing or bathing you.

This includes help you have and help you need but don't get.

Yes ☒ No ☐ Sometimes ☐

Q6 Extra information - Washing and bathing

Tell us more information about the difficulties or help you need to keep your body clean. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you are unable to do it at all.
- If you need help from another person, what kind of help you need (for example whether they need to encourage or remind you to wash and bathe or how to do it, supervise you to make sure you are safe or physically bathe you).
- If you use aids and appliances, tell us what type they are and how you use them.
- If you have needs bathing just your lower or upper body, tell us which.
- If your ability to wash and bathe your body varies, tell us in what way and how often - for example, telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness.
- If you put something in the box below you don't have to fill all of the box.

I really need prompting to wash and change every day, I do not do this and to the lack of motivation caused by the depression I do not feel like getting washed or dressed at all. My sister will prompt and encourage me to shower and dress, if left to my own devices I would not dress or bathe at all.

I have gone days without washing at a time, and putting on fresh clothing. I do not change into clothes and wear PJ's every day. My sister prompts me.

My sister will remind me that I need to wash my hair. Its really bad and because of the severe anxiety and depression I cannot concentrate on myself and neglect myself and hygiene.

I feel exhausted all the time due lack of sleep caused by the anxiety and restless leg syndrome, I suffer pins and needles in my hands which prevents me from sleeping. When I have had a shower I do not feel relaxed I feel on edge, if I was to shut my eyes I panic as I go dizzy. I will only shower when my sister is around.

I cannot relax in a bath I have to be in and out because I am unable to every get comfy and have to constantly be moving due to the restless leg syndrome.

I get irritable also and its very difficult for me to cope with emotionally.

I lack motivation and see no requirement to shower most days, I rarely leave the house.

If you need to add more please continue at Q15 **Additional Information**.

Q7 Managing toilet needs

① Use page 8 of the Information Booklet

Please tell us about your ability to go to the toilet and manage incontinence.

Go to the toilet means:

- being able to get on and/or off a normal toilet, and
- cleaning yourself after using the toilet.

Manage incontinence means:

- empty your bowel and bladder, including if you need a collecting device such as a bottle, bucket or catheter, and
- cleaning yourself after doing so.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q7a Do you use an aid or appliance to go to the toilet or manage incontinence?

Aids and appliances include things like:

- commodes, raised toilet seats, bottom wipers, bidets, incontinence pads or collective devices such as bottles, buckets or catheters.

Yes ☐ No ☒ Sometimes ☐

Q7b Do you need help from another person to go to the toilet or manage incontinence?

Help includes someone:

- prompting, encouraging or reminding you to go to the toilet or how to do so, and
- physically helping you to go to the toilet or clean yourself afterwards.

This includes help you have and help you need but don't get.

Yes ☐ No ☒ Sometimes ☐

Q7 Extra information - Managing toilet needs

Tell us more information about the difficulties you have or help you need going to the toilet and managing incontinence. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, tell us what kind of help you need (for example whether they need to remind you to go to the toilet or how to do so, or physically help you).
- If you use aids and appliances, tell us what type they are and how you use them.
- If you are incontinent, tell us in what way and how well you manage this.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness.
- If you put something in the box below you don't have to fill all of the box.

If you need to add more please continue at Q15 **Additional Information**.

Q8 Dressing and undressing

i Use page 9 of the Information Booklet

Please tell us about your ability to dress or undress yourself.

This means:

- putting on and taking off appropriate clothes, including shoes and socks,
- knowing when to put on or take off clothes, and
- being able to select clothes that are appropriate.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q8a Do you use an aid or appliance to dress or undress?

Aids and appliances include things like:

- modified buttons, zips, front fastening bras, velcro fastening, shoe aids.

Yes ☐ No ☒ Sometimes ☐

Q8b Do you need help from another person to dress or undress?

Help includes someone:

- physically helping you,
- selecting clothes for you, and
- prompting or reminding you when to dress and undress or when to change into clean clothes.

This includes help you have and help you need but don't get.

Yes ☒ No ☐ Sometimes ☐

Q8 Extra information - Dressing and undressing

Tell us more information about the difficulties or help you need to dress or undress. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, what kind of help you need (for example whether they need to physically help you, select clothes for you or prompt you when to dress and undress, or when to change into clean clothes).
- If you use aids and appliances, tell us what type they are and how you use them.
- If you only have difficulties dressing parts of your body, tell us which.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness or tiredness, tell us about these.
- If you put something in the box below you don't have to fill all of the box.

I rarely leave the house at all so do not see the requirement to get dressed. I do not often get dressed or changed and will need prompting to get dressed by my sister.

She will try to encourage me to dress but I have very little motivation caused by the depression and anxiety.

My mind is constantly busy, I have non restorative sleep and never wake up feeling refreshed, I am constantly exhausted.

I tend not to bother and self neglect myself.

I find it very difficult to get dressed or undressed and I often do not see the point, and there is no reason to. I do not look at what I am wearing or bother.

I tend to wear loose comfortable clothing due to the Psoriasis and the Restless leg syndrome, I am unable to wear tight fitting clothing as it can cause flare ups of both of these conditions.

I am rarely seen out of the home.

If you need to add more please continue at Q15 **Additional Information**.

Q9 Communicating

① Use page 9 of the Information Booklet

Please tell us about your ability to communicate with others.

This means:

- speaking to people in your native vocal language, and
- hearing and understanding what people are saying to you in your native vocal language.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q9a Do you use an aid or appliance to communicate with others?

Aids and appliances include things like:

- hearing and voice aids,
- picture symbols, and
- assistive computer technology.

Yes ☐

No ☒

Sometimes ☐

Q9b Do you need help from another person to communicate with others?

Help includes someone:

- prompting, motivating or encouraging you to communicate.
- interpret speech into sign language for you, and
- tell you what someone is saying, what it means or speak on your behalf.

This includes help you have and help you need but don't get.

Yes ☒

No ☐

Sometimes ☐

Q9 Extra information - Communicating

Tell us more information about the difficulties or help you need to communicate with others. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you are unable to communicate at all.
- If you need help from another person, what kind of help you need (for example whether you need someone to prompt or encourage you to communicate, interpret speech into sign language for you or tell you what someone is saying or what it means).
- If you use aids and appliances, tell us what type they are and how you use them.
- If you have difficulties with some communication but not others, tell us which.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain, breathlessness, tiredness or anxiety and distress.
- If you put something in the box below you don't have to fill all of the box.

I have depression and severe anxiety and sit and do nothing without encouragement from my family and not bother to speak to others shutting myself away. I struggle communicating with people I do not know and will avoid this at all costs.

My short term memory is poor because of my health conditions and mean I get my words muddled up and I have difficulty recalling a word that I need to use in a sentence. I tend to have to repeat myself when I do speak sometimes and its as though my brain is not keeping up with the conversation, as though my brain freezes. I will avoid telephone calls and speaking to others as a result and also because of my anxiety.

I suffer from panic attacks frequently and am currently suffering from 8/10 per week, these make me feel nauseous, shaky, my heart beats faster and I feel sweaty. When these happen I have to remove myself from the situation as soon as possible.

I feel like I have been left to deal with everything on my own and it makes me extremely anxious and depressed. I often have had to rearrange many appointments as I simply could not face people due to panic attacks and my sister has to encourage me to do this all the time. This causes me to have panic attacks at the thought of going out.

If you need to add more please continue at Q15 **Additional Information**.

Q10 Reading

Use page 10 of the Information Booklet

Please tell us about your ability to read and understand signs, symbols and words.

This means signs, symbols and words written or printed in your native written language and doesn't include Braille.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q10a Do you use an aid or appliance other than spectacles or contact lenses to read signs, symbols and words?

Aids and appliances include things like:

- magnifiers.

Yes ☐

No ☒

Sometimes ☐

Q10b Do you need help from another person to read or understand signs, symbols and words?

Help includes someone:

- reading for you, and
- helping you to understand the meaning of signs, symbols or words.

This includes help you have and help you need but don't get.

Yes ☐

No ☒

Sometimes ☐

Q10 Extra information - Reading

Tell us more information about the difficulties or help you need to read and understand signs, symbols and words. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you are unable to read at all.
- If you need help from another person, what kind of help you need (for example whether you need someone to read for you or to explain to you what signs, symbols and words mean).
- If you use aids and appliances, tell us what type they are and how you use them.
- If your difficulties depend on how complicated the signs, symbols and words are, or how big they are, please tell us how.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you have side effects from carrying out the activity - either during or after the activity - like pain or tiredness.
- If you put something in the box below you don't have to fill all of the box.

I cannot concentrate enough to read anything, and I struggle to relax. I forget what I am doing and anything remotely similar to my experiences upset me so I cannot watch tv.

I have to re read things, everything has a knock on effect in someway.

I therefore avoid reading things as I can only read a few lines before I get irritable.

If you need to add more please continue at Q15 **Additional Information**.

Q11 Mixing with other people

(i) Use page 10 of the Information Booklet

Please tell us about your ability to mix with other people.

This means how well you are able to get on with other people, understand how they're behaving towards you and behave appropriately to them. It includes both people you know well and people you don't know.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q11a Do you need another person to help you to mix with other people?

Help includes someone:

- prompting or encouraging you to do so,
- being there to support or reassure you, and
- helping you understand how people are behaving towards you.

This includes help you have and help you need but don't get.

Yes ☒ No ☐ Sometimes ☐

Q11b Do you find it difficult to mix with other people because of severe anxiety or distress?

Yes ☒ No ☐ Sometimes ☐

Q11 Extra information - Mixing with other people

Tell us more information about the difficulties or help you need to interact with other people. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, what kind of help you need (for example whether you need them to prompt, encourage and support you or to help you understand how people are behaving and how to behave yourself).
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If you avoid mixing with others, please tell us.
- If your ability depends on who you are mixing with, please give details.
- If you have side effects from carrying out the activity - including before, during and after the activity - like anxiety and distress or tiredness and fatigue.
- If you put something in the box below you don't have to fill all of the box.

I avoid going out and will only go out with my family. I make excuses not to mix with people I do not know and I feel very uncomfortable. My emotions are far too intense and I have to be coerced into going out and will not go alone. I am very hyper-vigilant all the time. If I hear someone shouting in the street I feel it is for me. I then automatically panic and suffer a panic attack.

I cannot motivate myself to mix with others because my mood changes and I become very irritable. My fuse is short when out, and I feel very vulnerable and paranoid. I want to be alone and be on my own rather than socialising. I spend most days alone. I have no friends other than my sister.

My short term memory is poor because of my health conditions and I can mean that I get my words muddled up and I have difficulty recalling a word that I need to use in a sentence. I tend to have to repeat myself when I do speak sometimes and its as though my brain is not keeping up with the conversation as though my brain freezes.

I will avoid telephone calls and speaking to others as a result. I tend to hide away in my room and will not answer the door. My sister has a key she can get in the house as I would not answer the door.

I have paranoia about having panic attacks and my legs will become weak.

If you need to add more please continue at Q15 **Additional Information**.

Q12 Making decisions about money

① Use page 10 of the Information Booklet

Please tell us about your ability to make decisions about spending and managing your money.

We want to know whether you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q12a Do you need someone else to help you to understand how much things cost when you buy them or how much change you'll receive?

Help includes someone:

- encouraging you.
- reminding you to do it or how to do it, and
- doing it for you.

This includes help you have and help you need but don't get.

Yes ☐ No ☒ Sometimes ☐

Q12b Do you need someone else to help you to manage your household budgets, pay bills or plan future purchases?

Help includes someone:

- encouraging you,
- reminding you to do it or how to do it, and
- doing it for you.

This includes help you have and help you need but don't get.

Yes ☐ No ☐ Sometimes ☒

Q12 Extra information - Making decisions about money

Tell us more information about the difficulties or help you need making decisions about spending and managing your money. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, tell us what kind of help you need (for example whether they need to remind you to do it or how to do it or do it for you).
- If you can do it but it takes you a long time.
- If your needs vary, tell us in what way and how often - for example telling us about good days and bad days or how it varies throughout the day.
- If you have side effects from carrying out the activity - including before, during and after the activity - like significant anxiety and distress.
- If you put something in the box below you don't have to fill all of the box.

I have all my bills setup on direct debit however if someone was to ring me to discuss any accounts I have.

I would have to get my sister to talk on my behalf as having to speak with someone over the phone would make me feel extremely anxious as I can get my words mixed up which makes me panic.

If you need to add more please continue at Q15 **Additional Information**.

Q13 Going out

i Use page 11 of the Information Booklet

Please tell us about your ability to work out and follow a route to another place and if severe anxiety or stress prevents you from going out.

A route includes using public transport.

This activity doesn't look at your physical ability to get around which is covered in Q14 Moving around.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q13a Do you need help from another person to plan a route to somewhere you know well? Or do you need another person, guide dog or specialist aid to help you get there?

Help includes someone:

- to help you plan a route or plan it for you,
- to prompt or encourage you to go out or be with you when going out to reassure you, and
- to be with you to keep you safe or stop you getting lost.

Aids include:

- long canes and white sticks.

This includes help you have and help you need but don't get.

Yes ☒

No ☐

Sometimes ☐

Q13b Do you need help from another person, guide dog or specialist aid to get to a location that is unfamiliar to you?

Help includes someone:

- to prompt or encourage you to go out or be with you when going out to reassure you,
- to be with you to keep you safe or stop you getting lost. and
- to help you deal with public transport or unexpected circumstances.

Aids include:

- long canes and white sticks.

This includes help you have and help you need but don't get.

Yes ☒

No ☐

Sometimes ☐

Q13c Are you unable to go out because of severe anxiety or distress?

Yes ☒

No ☐

Sometimes ☐

Q13 Extra information - Going out

Tell us more information about the difficulties or help you need to work out and follow a route to another place and whether severe anxiety or stress prevents you from going out. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you need help from another person, tell us what kind of help you need (for example whether they need to plan a route for you, encourage you to go out, reassure you or help you to make sure you don't go the wrong way).
- If you use a specialist aid such as a long cane or white stick, please tell us.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you can do it but it takes you a long time.
- If your needs vary depending on where you're going, or what the route might involve, please tell us.
- If you have side effects from carrying out the activity - including before, during and after the activity - like anxiety and distress.
- If you put something in the box below you don't have to fill all of the box.

If I go anywhere there is always someone with me, I will not leave the house alone due to severe anxiety. My sister would have to help me as I would get agitated with directions and maps. I find the whole process very stressful, and I get very anxious before I go out for days beforehand, when I am going anywhere and suffer panic attacks weekly.

My illness has turned me into a virtual recluse and my sister has to force me to go out when I do and will do anything to avoid it and someone has to coax me to go out. I have missed weddings as I was unable to leave the house due to depression and severe anxiety.

I cannot retain any information and even if I asked for directions my brain does not retain it I would forget immediately and get lost.

Even going to a GP appointment is difficult to do and my sister will come with me. I have racing thoughts all the time, my head feels a million miles away and I can feel as though I am totally detached from reality and do not feel as though I am part of society. Going out causes such anxiety that I try and avoid it wherever I can. I feel like I am watching someone else's life as though it isn't me.

If you need to add more please continue at **Q15 Additional Information**.

Q14 Moving around

i Use page 11 of the Information Booklet

Please tell us about your ability to physically move around.

We want to know if you can do this safely, to an acceptable standard, as often as you need to and in a reasonable time.

Tick the boxes that apply to you then provide more information in the Extra Information box.

Q14a How far can you walk taking into account any aids you use?

- to give you an idea of distance, 50 metres is approximately 5 buses parked end to end.

Less than 20 metres ☐

Between 20 and 50 metres ☐

Between 50 and 200 metres ☐

200 metres or more ☐

It varies ☒

Q14b Do you use an aid or appliance to walk?

Walking aids include:

- walking sticks,
- walking frames,
- crutches, and
- prostheses.

Yes ☐

No ☒

Sometimes ☐

Q14c Do you use a wheelchair or similar device to move around safely, reliably and repeatedly and in a reasonable time period?

Yes ☐

No ☒

Sometimes ☐

Q14 Extra information - Moving around

Tell us more information about the difficulties or help you need to physically move around. For example, tell us:

- If you can't do this safely, to an acceptable standard, as often as you need to and in a reasonable time.
- If you regularly fall or are at risk of falling.
- If you use aids to help you walk, tell us what type they are - for example walking sticks, crutches or a prosthesis - and how you need to use them.
- If you use a wheelchair or similar device, tell us whether it's manual or powered and how often you need to use it.
- If your needs are affected by the terrain, please tell us - for example whether you have difficulty with uneven ground, curbs or steps.
- If your needs vary, tell us in what way and how often - for example telling us about good and bad days or how it varies throughout the day.
- If you have side effects from carrying out the activity, like pain, breathlessness, tiredness, dizziness stress or anxiety - either during or after the activity - tell us about these.
- If you can do it but it takes you a long time.
- If you put something in the box below you don't have to fill all of the box.

I rarely go out walking due to my anxiety and depression. I suffer numerous panic attacks and work myself up at the thought of having to leave the house or communicate with others. I feel very vulnerable when outdoors, I worry constantly about having a panic attack and do not feel stable at all. I am mentally scared of going out which further exasperates the anxiety.

I have extreme anxiety and self neglect.

I rarely leave the house at all and will only go to do my food shopping once a week with my sister but we will go in the evening when it is not as busy. This is the only way I can be prompted/encouraged to go out.

I will only leave the house with my sister and she will attend all appointments with me.

I am paranoid when out also and often get irritated easily with others.

I avoid going anywhere if I do not have to and often I cannot tell what my mood will be like with others and it is as though I am in a bubble looking out sometimes.

I have no social life and feel like a recluse, I do not have any friends other than my family.

If you need to add more please continue at Q15 **Additional Information**.

Q15 Additional Information

Tell us anything else you think we should know about your health conditions or disabilities and how these affect you that you haven't mentioned already.

- If any carers, friends or family want to provide further information they can do so here.
- You don't have to complete this part if you've covered everything in the form.
- If you put something in the box below you don't have to fill all of the box.

I have a good support network as my sister lives next door and I rely on her a lot to support me.

I am very selective of who I have around me and only have a small handful of people who I feel comfortable around. I constantly feel anxious and suffer panic attacks.

I wake up suffering from hot sweats and completely exhausted due to non restorative sleep.

My mind is constantly busy and my legs are constantly uncomfortable due to restless leg syndrome.

I will avoid socialising and any interaction daily. I have no friends now because of my illnesses. I am very vulnerable.

Continue on separate pieces of paper, if needed. Remember to write your name and National Insurance Number at the top of each page and tell us which questions your comments refer to.

What to do now

① Use page 11 of the Information Booklet

Check you've filled in all questions that apply to you or the person the claim is for and sign the declaration below in ink. **Tear off the letter on the front page; you don't need to send this back. On the last page you will see the address to return this form. Place this form in the envelope provided so that the address shows through the window. It doesn't need a stamp.**

What happens next

① Use page 12 of the Information Booklet

You're likely to be contacted soon to arrange a face to face consultation with a health professional. You'll be able to take someone with you to this. If we've enough information already, a consultation may not be needed.

Tell us about any help you (or someone who may accompany you) would need if you have to go for a face to face consultation. This will help us ensure your needs are met or consider if a home visit would be needed. For example tell us if:

- you / they can't get up and down stairs,
- you / they have difficulty travelling or using public transport,
- you / they have communication needs and what support you / they will need, and
- you / they need accessible toilets.

Please be specific about the needs you / they have.

I would like to request a home visit as I suffer from extreme anxiety and struggle to leave the house. I would require notice so that I can ensure a family member can be present at the assessment as I would need their support as I become extremely anxious and suffer numerous panic attacks per week.

Declaration

We cannot pay any benefit until you've signed the declaration and returned the form to us. Please return the signed form straight away.

I declare that the information I have given on this form is correct and complete as far as I know and believe.

I understand that if I knowingly give false information, my benefit may be stopped and I may be liable to prosecution or other action.

I understand that I must promptly tell the office that pays my Personal Independence Payment of anything that may affect my entitlement to, or the amount of, that benefit.

I understand that the Department for Work and Pensions may use the information which it has now or may get in the future to decide whether I am entitled to:

- the benefit I am claiming,
- any other benefit I have claimed, and
- any other benefit I may claim or be awarded in the future.

Signature

Date

dd

mm

yy

Print your name here

For information about how we collect and use what you tell us, and for help and advice about other benefits, please see the **Information Booklet** enclosed.

How your disability affects you (Personal Independence Payment)

FREEPOST RTBS-CBYC-SCZS
DWP Personal Independence Payment (4)
Warbreck House
Blackpool
FY2 0UZ

Please return the completed form to this address.

Put the completed form in the envelope provided, making sure the address shows through the envelope window. The envelope doesn't need a stamp unless you live outside the United Kingdom.

If you've access to the internet, you can get information about Personal Independence Payment by going to the Personal Independence Payment website: www.gov.uk/pip