

# Claiming Benefits Under Special Rules (DS1500 process)

Supporting a patient who is thought to be in the **last 6-12 months of life** to claim for Personal Independence Payment (PIP)/Attendance Allowance (AA) under **special rules**.

## STEP 1

Inform the patient that they are entitled to claim for PIP (*Under 65*) / Attendance Allowance (*Over 65*), a non-means tested / non-taxable allowance as a result of their condition

## STEP 2A

Establish whether the patient is already in receipt of Attendance Allowance (*Over 65*) / PIP (*Under 65*).  
If yes, send DS1500 and supporting letter to DWP (address on reverse), updating them of the patient's current health circumstances.  
**IF NO, PROCEED TO STEP 3 New Claim**

## STEP 2B

Establish whether the patient is in receipt of Disability Living Allowance (currently being phased out).  
**If YES**, establish whether patient was born **BEFORE 8 April 1948**.  
**If yes, cover letter and DS1500 to be sent to 65+ team (address overleaf).**  
**If patient born AFTER 8 April 1948.**  
**PROCEED TO STEP 3 New Claim**

## STEP 3 New Claim

A member of the medical team or specialist nurse involved to complete DS1500.  
Once completed, post to Dept. for Work & Pensions (addresses on reverse)  
Proceed to step 4

## STEP 4

Determine whether the patient is under or over 65 years of age

**Under 65 years of age (16-64 yrs)**

**PIP applies**  
(entitlement approx £139 per week)

Patient or relative to contact **0800 917 2222**  
**to register claim**

Patient to be issued "**Claiming Under Special Rules**" leaflet, further explaining the process and the information that will be requested during the telephone call

**Over 65 years of age**

**Attendance Allowance applies**  
(entitlement approx £82 per week)

Patient or relative to contact **0345 605 6055**  
for application pack

Patient to be issued "**Claiming Under Special Rules**" leaflet, further explaining the process, along with details regarding agencies who can assist with completion of application

# Addresses

## **Patient born before 8 April 1948 and already in receipt of DLA**

65+ team  
Mail Handling Site A  
Wolverhampton  
WV98 2AH

## **Patient already in receipt of Attendance Allowance at low rate or New Claims**

Freepost RTRX-SKYJ-HLSX  
Attendance Allowance Unit  
Mail Handling Site A  
Wolverhampton  
WV98 2AD

## **Patient already in receipt of PIP at lower rate**

Freepost Plus RTEU-HUJX-XKAK  
Personal Independence Payment 10  
Mail Handling Site A  
Wolverhampton  
WV98 1AE