

Royal Brompton Hospital Cashiers Office Sydney Street London - SW3 6NP

T: +44 (0)207 351 8438 Email: PatientFares@rbht.nhs.uk

## Travel expense reimbursement for Universal Credit patients

If you are a patient receiving Universal Credit, you may be eligible to claim back the costs you might incur travelling to Royal Brompton & Harefield Hospitals for your appointment.

In order for us to assess your eligibility for reimbursements for travel expenses, we will need you to provide the following:

- 1. A full Universal Credit Statement for the month of your appointment
- 2. A copy of your appointment with us at the Trust.

## Accessing your Universal Credit Statement in full

- 1. Visit GOV.UK, and login to your Universal Credit account
- 2. Select the 'Statements' tab
- 3. Enter the month in which you had your appointment. For example, July 2019. Your statement for that month now displays
- 4. Navigate down to the bottom of the statement to 'Other Support you may be able to get'
- 5. Ensure you can see the total amount of your Universal Credit Statement is shown. An example is shown below:

Your take-home pay for this Universal Credit period is **£0.00**.

6. Print the statement and bring it with you to the Trust. Alternatively, you can email the statement to us: <u>Patientfares@rbht.nhs.uk</u> and we will print it for you.

Once we have received and assessed this information, we will let you know if your claim for travel expense reimbursement has been successful.

## IMPORTANT

To comply with Universal Credit laws, you must be earning £435 or less (or less than £935 if you are responsible for a child or have limited capacity for work) per month to be eligible for Universal Credit. For more information, including an eligibility check, visit <u>Universal Credit</u> at GOV.UK.