



The CBF's Guide on Family Carer Payments in Co-Production

Introduction

At the CBF, co-production underpins our practice and is ingrained in the organisations culture. We recognise and value the way we work with our family carers, and an instrumental part of our co-production planning, is ensuring we have resources to offer payment for family carers time and commitments.

The CBF have adapted the way we offer payments to family carers by providing a range of options, the objective being to remove barriers and make the process as easy for family carers as possible.

Our guidance was informed from the following and summarised:

<https://www.nihr.ac.uk/documents/Payment-for-Public-Involvement-in-Health-and-Care-Research-A-guide-for-organisations-on-determining-the-most-appropriate-payment-approach/30838#Annex%203%20-%20decision%20flowchart>

<https://www.nihr.ac.uk/documents/payment-guidance-for-researchers-and-professionals/27392>

We inform family carers that any payment could impact on any welfare benefit payments they receive. We also make them aware that they are responsible for ensuring the correct deductions of Tax and National Insurance and to inform HMRC.

Individuals can choose to;

- be paid directly via Bank Transfer. *They are liable to pay their own Tax and National Insurance to HMRC*
- be paid through CBF payroll software (*this does not constitute employment*). *CBF submit Tax and National Insurance information to HMRC*
- be paid via e-gift cards. *They are liable to pay their own Tax and National Insurance to HMRC*
- work on a voluntary basis and donate their fee to a charity

For family carers there are often lots of things they need to factor in when considering working in co-production with us, therefore, where possible we also offer:

- Replacement care costs (on request).
- Reasonable travel costs.



To find out more about how we do co-production at the CBF and see examples of best practice, please see our resource 'Nothing Without Us'