### Confirmation of Council Tax Status Severely Mentally Impaired



**General Data Protection Regulation GDPR** - We are asking for the following information in accordance with provisions of the Council Tax (Administration and Enforcement) (Scotland) Regulations 1992 and Data Protection Act 2018. We will use this information to help us determine your liability for and to collect your Council Tax. You can find more information on how your personal information is used for Council Tax on our Privacy Notice which can be found at <a href="http://www.midlothian.gov.uk/privacy">www.midlothian.gov.uk/privacy</a>

## PLEASE READ THE NOTES OVERLEAF. THIS FORM SHOULD BE COMPLETED IN INK AND BLOCK CAPITALS.

### PART A - TO BE COMPLETED BY A DOCTOR

Severely Mentally Impaired Person's Details

Full Name

Home Address

Date from which, to your knowledge, the condition has existed

#### Declaration

I certify that the person mentioned above is suffering from a severe impairment of intelligence and social functioning which appears to be permanent.

GMC Ref
Print Name
Signature
Status
Date

Medical Practice Stamp

### PART B - TO BE COMPLETED BY, OR ON BEHALF OF, THE LIABLE PERSON

Type of Benefit the person is entitled to

Daytime Telephone Number

How many adults (18 years of age or over) live in the property?

# Please enclose evidence of the benefit entitlement (e.g. a letter of award). *Declaration*

I declare that to the best of my knowledge, the information given on this form is true and correct. I understand that it is an offence to knowingly make a false declaration. The penalties include prosecution for fraud. I understand that enquiries may be made to verify the information given. If awarded a discount, I undertake to inform you within 21days of any change in circumstances affecting the amount of Council Tax payable.

Name of person signing		
Signature	Date	

#### NOTES

- Part A should be completed by a doctor. Part B should be completed by, or on behalf of, the liable person, and signed and dated.
- A person is deemed to be severely mentally impaired for Council Tax purposes if he or she has a severe impairment of intelligence and social functioning (however caused) which appears to be permanent.
- Under paragraph 2(1) of Schedule 1 to the Local Government Finance Act 1992, a person cannot be disregarded as severely mentally impaired unless a certificate to that effect is supplied by a registered medical practitioner. Failure to supply such a certificate may result in the award of a discount being delayed or cancelled.
- In addition the severely mentally impaired person must receive, or be entitled to, one of the following benefits:
  - Incapacity Benefit
  - Employment Support Allowance
  - Attendance Allowance
  - Severe Disablement Allowance
  - An increased rate of Disablement Pension for constant attendance
  - The highest or middle rate care component of Disability Living Allowance (DLA)
  - The standard or enhanced rate of Personal Independence Payment (PIP)
  - Disabled Person's Tax Credit
  - Unemployability Allowance
  - Constant Attendance Allowance under the Personal Injuries (Civilians) Scheme or the Navel, Military and Air Forces etc. (Disablement & Death) Service Pension Order or an Unemployability Allowance under the Personal Injuries or Service Pension Legislation.
  - Income Support which includes a disability premium
  - Universal Credit that includes limited capability for work and work-related activity
  - The standard or enhanced rate of Daily Living component of Adult Disability Payment (ADP)

# Evidence of the Benefits/Allowances/Pensions, <u>showing the date that the award</u> <u>started</u>, must be enclosed with the completed form.

- Note: In some instances further conditions are attached before a decision can be made. In these cases the Director of Corporate Resources may contact the person applying for further clarification.
- Failure to complete and return this form could result in the award of a Council Tax discount being delayed or cancelled.
- Please return this form to the address below:

The Director of Health and Social Care Midlothian Council, PO Box 12956, DALKEITH, EH22 1YB