



14 May 2021

Dear Colleagues,

I am writing to provide an update in respect of the process for paying the £500 thank you payment to Personal Assistants, and the administrative guidance to support this.

The £500 bonus payment recognises the particular debt we all owe to health and care staff, in this case Personal Assistants, who have been and continue to be on the very front line of this crisis, providing care and support. It is a straightforward thank you for their hard work and recipients are free to spend it as they wish.

At present, we can confirm that staff paid for by a supported person, funded through Independent Living Fund (ILF) Scotland fund and/or Local Authorities Option 1 Social Care (Self Directed Support) Act 2013, for a minimum of a continuous 4 week period between 17 March and 30 November 2020 will be eligible for the payment.

We are currently working with key delivery partners, particularly on how we can streamline the guidance and to agree a payment process to make payments to Personal Assistants as quickly as possible. As you will appreciate there are a number complex logistical and practical issues to work through and we are grateful for your support in developing the process. Please be reassured that we will advise on the timescales for launching the process as soon as it is finalised.

We are aware of and appreciate the additional administrative pressures that stakeholders are under at present due to new procedures and additional demands introduced in relation to COVID 19. The Scottish Government are extremely grateful to stakeholders for their ongoing support and cooperation.

The Scottish Government has published [answers to Frequently Asked Questions](#) asked by health and social care staff which includes updated details on eligibility. Further updates will be published to the FAQs page as and when they become available.

Please be assured when the process and guidance for Personal Assistants has been confirmed we will be in touch to provide further information, however if you have any questions in the meantime or moving forward, please contact the team at: [socialcare500@gov.scot](mailto:socialcare500@gov.scot)

Yours sincerely

Alison Beckett  
Unit Head, Adult Social Care Workforce  
14 May 2021