

Blue Badge Application Form - Guidance Notes

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Before you start

This form will ask you a number of questions about certain benefits you may receive or further questions about your disability or health conditions. Please read all the questions carefully and answer them as fully as you can. Disabilities and health conditions are very wide ranging and the same condition can affect people differently. The council needs to ask these questions in order to determine whether you are eligible or not. The number of questions that you are asked will depend on the effect that your disability or health condition has on your ability to walk or complete a journey.

In this application form, the following terms are used:

- “walking” refers to the physical aspect of being able to “put one foot in front of other”
- “journey” refers to the part of any journey between a vehicle (e.g. car) and your destination, e.g. into a shop, hospital, doctor’s surgery etc. It does not refer to the part of the journey undertaken in the vehicle.
- It is noted that the term “disability” may not be appropriate for everyone, therefore the term “condition” may be used to cover a range of terms including (but not limited to) “disability”, “health condition” (physical and/or non-visible (hidden)), “learning disability”, “medical condition” and “long term illness”.
- “care giver” may be used describe someone who is with the applicant when making a journey who may actually be their parent, spouse, partner, sibling, son or daughter, friend, carer or personal assistant of the applicant.

You will need to provide documentation to support your application; without this your application cannot be processed. The document types that are required include:

- proof of identity (the list of accepted documents is included in that section)
- proof of address - dated within the last 12 months (the list of accepted documents is included in that section)
- a colour photo of you / the applicant **taken in the last month**, including face and shoulders (further information about photo criteria is given in that section, but should be passport standard).

You may also need (depending on your application route or your disability or condition)

- proof of benefit - dated within the last 12 months (if applicable)
- your National Insurance number (if you have one)
- information about any medication you are currently taking (including dose)
- information about any treatments or surgery you have had that relate to your condition (including dates)
- official diagnosis letter from a medical specialist or consultant
- any other relevant information or reports that are relevant to your application that demonstrate, or help to demonstrate, your eligibility.

Applicants **MUST** have consent from any third parties (such as Doctors) whose information is used to support the application **BEFORE** it is submitted to the County Council.

What sections of the application form should I complete?

All applicants should complete Section 1 and Section 7.

Individual applicants will also need to complete:

- Section 2a if they are registered blind (severely sight impaired), or if they wish to be registered blind and have a Certificate of Vision Impairment (CVI) signed by a Consultant Ophthalmologist which states that they are severely sight impaired (blind). People registered as partially sighted (sight impaired) cannot qualify for a Blue Badge unless they also have walking difficulties, in which case Sections 5 and 6 of the form should be used.
- Section 2b if they receive the Higher Rate of the Mobility Component of Disability Living Allowance.
- Section 2c if they receive 8 points or more under the 'Moving Around' descriptor of Personal Independence Payment (PIP) or 10 points under the "planning and following journeys" activity with a descriptor of "you cannot undertake any journey because it would cause you overwhelming psychological distress". Please note that this is very specific criteria.
- Section 2d if they receive the War Pensioner's Mobility Supplement.
- Section 2e if they receive the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1-8 (inclusive). (Please note that AFIP (Armed Forces Independence Payment) is **NOT** a qualifying benefit to confirm Blue Badge eligibility.)
- Section 3 if they are a driver who has a severe disability in both arms and is unable to operate, or has considerable difficulty operating, all or some types of on-street parking equipment.
- Section 4 if the applicant is a child under the age of 3 who must be accompanied by bulky medical equipment or who needs to be kept near a vehicle at all times, either for treatment, or for transportation to a location where treatment can be performed.
- Sections 5 and 6 if they have an enduring and substantial disability which causes inability to walk or very considerable difficulty while walking.

Section 1: Information about the applicant

This section should be completed for **all** Blue Badge applicants. All fields should be completed where possible.

You may apply on behalf of someone else, for example a child, or adult who is not able to apply themselves due to a disability or condition. Where the form and guidance notes refer to “you”, it means the applicant, not the person applying on their behalf.

There are questions for those who have already held a Blue Badge in the past or who have a Blue Badge which is due to expire shortly. Applicants should note that only one badge will be valid for one applicant at the same time. The serial number can be found on the front of the badge. Blue Badges must be renewed every three years; although some disabilities and health conditions may be permanent, there are no permanent Blue Badges.

Name

An applicant's name should match that given on official documentation.

National Insurance Number

Please enter your National Insurance Number if you have one. If the application is for a child under 16, they will not have one. You are able to apply without a National Insurance Number, but providing us with this information helps to prevent fraud.

Address(es)

You will need to provide the applicant's home address and the contact details of the person applying on their behalf, if applicable.

Please provide details of any previous addresses in the last three years so that we can ensure that your information is up to date and correct, particularly if you have applied for or had a Blue Badge previously.

Previous Blue Badges

This can help to speed up your application if we know you are a current/previous badge holder. You can find all the details on the front of your most recent Blue Badge.

Proof of address

You are over the age of 16, we are able to confirm your address details using an online system, provided by Call Validate. If you would like us to check your details using this system, please tick the box on the form.

If you prefer to send in copies of your documents or you are under 16, a photocopy of one of the documents listed on page 4 of the form must be submitted with your application.

Copy documents will not be returned to you, except in specific circumstances. We destroy them securely once we have used them. **Please do not send original documents.** We do not accept responsibility if original documents are lost during the application process.

Proof of identity

You will need to send in a photocopy of one of the identity documents listed on page 4 of the form with your application.

Copy documents are not returned to you unless you specifically request it. We destroy them securely once we have used them. **Please do not send original documents.** We do not accept responsibility if original documents are lost during the application process.

Photograph

You need to submit a recent photograph of the applicant **taken in the last month**; this will be printed on the back of the Blue Badge. Your application will be refused if you send the same photograph that is currently displayed on your Blue Badge.

The photograph must be a close-up photograph of the head and shoulders of the applicant and should be of passport standard, the photograph should:

- be in colour;
- have a plain, light, background;
- include face and shoulders (not full length photograph);
- show the face clearly with nothing covering the face or hair (unless it is worn for religious beliefs or medical reasons);
- avoid or minimise reflection or glare from spectacles;
- show the eyes wide open and visible (not obscured by hair or spectacle frames);
- be a true likeness and taken within the last month (your previous Blue Badge photograph **cannot** be used);
- in sharp focus and clear;
- uploaded photographs to be in a digital format, physical photographs sent in should be passport sized (45mm high by 35mm wide/1¾ inches high by 1⅜ inches wide).

Examples of acceptable photographs can be found at: www.gov.uk/photos-for-passports/photo-requirements

Please use this as a general guide for sending us the photos in the correct format.

For very young children, the photograph should be clear of toys, dummies or comforters, however the rules on neutral expression and looking straight at the camera will be relaxed.

If you have problems providing a fully compliant photograph due to the disability or health condition of the applicant, please provide an explanation of why a compliant photograph cannot be supplied and upload or send the most compliant photo that you can.

- ➔ **If you believe that you qualify under the automatic criteria, please go to Section 2.**
- ➔ **If you believe you qualify due to a severe disability in both arms, please go to Section 3.**
- ➔ **If you believe the applicant will qualify due being a child under the age of three requiring bulky medical equipment or to be close to a vehicle, please go to Section 4.**
- ➔ **If you believe you qualify due to an enduring and substantial disability which causes inability to walk or very considerable difficulty while walking, please go to Section 5.**

Section 2: Questions for ‘without further assessment’ applicants

These questions are intended for people who may qualify for a Blue Badge automatically.

You will be automatically eligible for a badge if you are over the age of three years old, can satisfy residency and identity checks, and meet at least one of the eligibility criteria in Section 2. You will

need to provide the appropriate documentation to prove eligibility under one of the criteria. An example of proof of entitlement is an award letter relating to a qualifying benefit – see below for the detail required. Please send photocopies of the proof of entitlement. We destroy them securely once we have used them. **Please do not send original documents.** We do not accept responsibility if original documents are lost during the application process.

2a) People who are severely sight impaired (blind)

If you are not severely sight impaired (blind), do not complete this section - go to Section 2b.

Note: People registered as partially sighted (sight impaired) cannot qualify for a Blue Badge unless they also have walking difficulties, in which case Sections 5 and 6 of this form should be used.

Please complete this section if you are registered as severely sight impaired (blind). You are asked to state the name of the local authority or borough with which you are registered. In Leicestershire, severely sight impaired people are registered with VISTA, rather than the council. Please send us details of your registration.

If you are not registered with VISTA, you will need to submit a copy of your Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist, which states that you are severely sight impaired (blind). We destroy the copy of the certificate securely once we have used it. **Please do not send original documents.** We do not accept responsibility if original documents are lost during the application process.

➔ **If you have answered Yes to two or more questions in Section 2a), please go to Section 7.**

2b) People who receive the Higher Rate of the Mobility Component of Disability Living Allowance (DLA)

If you are not in receipt of DLA, do not complete this section - go to Section 2c.

Please complete this section if you receive the Higher Rate of the Mobility Component of Disability Living Allowance (HRMCDLA). People who receive Disability Living Allowance, but not the mobility component at the higher rate, will not be eligible by this route. You will have had an award notice letter from the Department for Work and Pensions (DWP). You should also have been sent an annual uprating letter stating your entitlement. This uprating letter can be used as proof of receipt of HRMCDLA if your award letter is more than 12 months old. If you have lost your HRMCDLA award letter or your uprating letter, then please contact the DWP for a current award letter by:

Telephone: 0800121 4600

Textphone: 0800 121 4523

Email: DCPU.Customer-Services@dwp.gov.uk

This helpline is open from 7.30am to 6.30pm Monday to Friday, and further details can be found online at: <https://www.gov.uk/dla-disability-living-allowance-benefit>

➔ **If you have answered Yes to the first question in Section 2b) and are able to provide evidence, please go to Section 7.**

2c) People who meet a “Moving around” or “Planning and following journeys” descriptor for the Mobility Component of Personal Independence Payment (PIP)

If you are not in receipt of PIP, do not complete this section - go to Section 2d.

Please read your PIP benefit award letter carefully as the eligibility criteria are very specific. The eligibility is based on the number of points and the points descriptors in certain activities, not the amount of money you get or whether the rate is described as “higher” or “lower”.

Turn to the Mobility activities section in your award letter, there are two Activities:

- Activity 11 – Planning and following journeys
- Activity 12 – Moving around

Mobility - for the 2 mobility activities you scored:

Planning and following a journey (scored out of 12)	10
Moving around (scored out of 12)	10

Your total score for the mobility part of PIP is 20 points.
You've been awarded the enhanced rate from 1 January 2019 to 1 January 2022.

The first arrow is where to find your “Planning and following a journey” points and the second arrow is where to find your “Moving around” points. The third arrow shows where to find whether your benefit is indefinite or has an expiry date.

Activity 11 - Planning and Following a Journey

To be eligible due to the number of points you have been awarded for Planning a following journey, you must have been awarded 10 points **and** the description of these points must say “You cannot undertake any journey because it would cause overwhelming psychological distress to you” or something **very** similar.

If this is your score and description, you **are** automatically eligible under this section. You must enclose a copy of a letter of entitlement to this benefit issued within the last twelve months. **Please send us a copy of the whole letter, not just the first page.**

Please note that if 10 or 12 points have been awarded in this category, with wording that relates to the ability to follow the route of a journey, these are different descriptions and **do not** result in automatic qualification for a Blue Badge; having 12 points under the Planning and Following Journeys does not make you eligible because you have “more than 10 points”. However you may still be eligible for a Blue Badge subject to further assessment if you do not qualify under Activity 12. You may still attach the PIP document as supporting information, but it does not prove eligibility in itself. **Please complete Sections 5, 6, and 7 of the application form.**

Activity 12 – Moving Around

To be eligible under the Moving Around activity, you must have been awarded 8, 10 or 12 points.

- If the score is 0 or 4 you are not automatically eligible under this part of the criteria. **Please complete Sections 5, 6, and 7 of the application form.**
- If the score is 8, 10 or 12, you are automatically eligible under this part of the criteria. **Please send us a copy of the whole letter, not just the first page.**

You should also have been sent an award letter detailing your PIP award. This award letter can be used if it is dated within that last 12 months. If your award letter is over 12 months old and you have not been issued with an updated award letter, please contact the DWP for an up to date copy by:

Telephone: 0800 121 4433

Textphone: 0800 121 4493

This helpline is open from 8am to 6pm Monday to Friday, and further details can be found online at: <https://www.gov.uk/pip>

- ➔ **If you believe you have correctly completed Section 2c) and are able to provide evidence, please go to Section 7.**

2d) People who receive the War Pensioners' Mobility Supplement (WPMS)

If you are not in receipt of WPMS, do not complete this section - go to Section 2e.

Please complete this section if you receive a War Pensioner's Mobility Supplement (WPMS). You should have an official letter from the Service Personnel and Veterans Agency or Veterans UK demonstrating receipt of the grant. You can enclose a copy of this letter as proof of entitlement.

If you have lost this letter, you can contact the Veterans UK helpline to get a replacement copy on 0808 1914 218.

- ➔ **If you have answered Yes to the first question in Section 2d) and are able to provide evidence, please go to Section 7.**

2e) People who receive a benefit under the Armed Forces and Reserve Forces (Compensation) Scheme

If you are not in receipt of Armed Forces and Reserve Forces (Compensation) Scheme, do not complete this section - go to Section 3. Please note that AFIP (Armed Forces Independence Payment) is **NOT** a qualifying benefit to confirm Blue Badge eligibility.

Please complete this section if you receive a lump sum benefit under the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1-8 (inclusive) and have been assessed and certified by the Service Personnel and Veterans Agency or Veterans UK as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You will have been issued with a letter from the Service Personnel and Veterans Agency or Veterans UK confirming the level of your award and also confirming that you have been assessed as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You can enclose a copy of this letter as proof of entitlement.

If you have lost this letter, you can contact the Veterans UK helpline to get a replacement copy on 0808 1914 218.

- ➔ **If you have answered Yes to the first question in Section 2e) and are able to provide evidence, please go to Section 7.**

Section 3: Questions for ‘subject to further assessment’ applicants with a disability in both arms

If you do not have a disability in both arms, do not complete this section - go to Section 4.

Section 4 should be completed by applicants who have a severe disability in both arms. You will need to show that you drive a vehicle regularly, that you have a severe disability in both arms and that you are unable to operate, or have considerable difficulty operating, all or some types of on-street parking equipment. You will need to satisfy all three conditions above in order to obtain a badge.

Applicants aged under 17 or who have a disability or condition that only affects one arm will not be eligible.

➔ If you believe you have correctly completed Section 3), please go to Section 7.

Section 4: Questions for ‘subject to further assessment’ applicants under the age of three

If you are not applying on behalf of a child under the age of three, do not complete this section - go to Section 5.

Section 4 should be completed on behalf of:

- children under three years of age who have a medical condition which means that they must always be accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty; or
- children under three years of age who have a medical condition which means that they need to be kept near a vehicle at all times, either for treatment, or for transportation to a location where treatment can be performed.

A parent or guardian must apply on behalf of a child under the age of three.

The list of bulky medical equipment referred to above may include:

- ventilators;
- suction machines;
- feed pumps;
- parenteral equipment;
- syringe drivers;
- oxygen administration equipment;
- continuous oxygen saturation monitoring equipment; and
- casts and associated medical equipment for the correction of hip dysplasia.

A local authority may issue a badge if the equipment is **always** needed and cannot be carried without great difficulty.

Examples of highly unstable medical conditions that mean children who have them may need quick access to transport to hospital or home are:

- tracheostomies;
- severe epilepsy/fitting;

- highly unstable diabetes; and
- terminal illnesses that prevent children from spending any more than brief moments outside and who need a quick route home.

Please note that the above lists are not exhaustive, to allow for new advances in technology and treatment equipment.

➔ **If you believe you have correctly completed Section 4) and are able to provide evidence, please go to Section 7.**

Section 5: Questions for ‘subject to further assessment’ applicants with physical or non-visible (hidden) disabilities and health conditions

If you do not completed sections 2, 3 or 4, please complete Sections 5, 6 and 7.

The criteria for applicants who are “subject to further assessment” changed on 30th August 2019. Eligibility is **not** determined solely on the diagnosis of a particular condition (or set of conditions) but the way that these conditions impact on the applicant’s ability to complete a journey. Disabilities and health conditions are wide ranging and not all disabilities or health conditions result in eligibility for a Blue Badge. Equally the same diagnosis may impact two people in very different ways and to different levels. Please be aware that some of the questions may be quite in depth so that we can effectively assess your condition(s) and the impact on you according to the criteria laid down by government.

Please note that in this section in particular, the following terms are used:

- “walking” refers to the physical aspect of being able to “put one foot in front of other”
- “journey” refers to the part of any journey between a vehicle (e.g. car) and your destination, e.g. into a shop, hospital, doctor’s surgery etc. It does not refer to the part of the journey undertaken in the vehicle.

The part of the criteria relating to this section is as follows:

- *A person who has been certified by an expert assessor as having an enduring and substantial disability which causes them, during the course of a journey, to:*
- *Be unable to walk;*
- *Experience **very considerable** difficulty whilst walking, which may include **very considerable** psychological distress; or*
- *Be at risk of **serious** harm when walking; or pose, when walking, a risk of **serious** harm to any other person.*

In general terms, if your condition is physical in nature e.g. you cannot walk at all, or you cannot walk far due to pain, breathlessness, speed, risk of heart attack etc., please complete Sections 5a to 5g inclusive. This may include people with conditions such as arthritis, joint pain, COPD, heart conditions etc. (this list is not exhaustive and having any of these conditions does not necessarily mean that you will be eligible).

If your condition is non-visible in nature and that completing a journey causes severe psychological distress, anxiety or behavioural issues, please complete Sections 5a and 5h. This may include people with conditions such as autism, dementia, severe mental health difficulties etc. (this list is not exhaustive and having any of these conditions does not necessarily mean that you will be eligible).

If your condition is both physical and non-visible or you have more than one condition that results in both physical and non-visible issues when completing a journey, please complete Sections 5a to 5h inclusive.

5a) Health conditions – general questions

All applicants who are “subject to further assessment” should complete this section.

Please list your disabilities and health conditions and give details as to how they affect you and how often they affect you.

Please note that Blue Badges cannot be not issued for temporary conditions such as having a leg in plaster or recuperating from an operation.

The ability to be able to complete a journey by walking changes across someone’s lifetime – typically very young children are unable to walk and as people get older, their pace slows down. These can happen at different rates for different people, so the assessor needs to understand how the applicant’s ability to complete a journey is different to someone typically of a similar age.

If you have had a **medical event** such as a stroke, heart attack, accident or severe episode relating to your condition that has affected your ability to complete a journey from a vehicle to a destination (e.g. your mobility), please provide the date(s) when this occurred.

- ➔ **If your condition is physical in nature, please go to Section 5b.**
- ➔ **If your condition is non-visible in nature, please go to Section 5h.**
- ➔ **If your condition is both physical and non-visible in nature, please go to Section 5b.**

5b) Walking ability – general questions

Please note that “walking” refers to the physical aspect of being able to “put one foot in front of other”

Applicants who meet one of the below statements should complete this section:

- You cannot walk at all or cannot walk without help from someone else or using walking aids.
- You find walking very difficult due to pain, breathlessness or the time it takes (speed of walking).
- You find walking is dangerous to your health (e.g. due to a severe chest, lung or heart condition or that the act of walking may bring on an epileptic seizure). Please note that this question does not include people for whom completing a journey is a risk to their health due to safety reasons, for example lack of awareness in traffic or likelihood of running off – those people should complete Section 5h.

Please tick all the options that describe how your health condition makes walking difficult for you. There is a space to provide further details if these options do not adequately describe the way you walk.

Please give details of any walking aids that you use, including walking sticks, crutches, rollators, walking frames etc. Your walking aid can also be a person if you use them for support.

Please give details of how long you can walk for (in minutes). This should be when you are using your walking aids, not how far you can walk without one.

It can be very difficult for applicants to accurately judge the distance they can walk. Therefore please state where you can walk from and to. It does not have to be from your house, it can be from and to a specific point in your local town. Please be as specific as you can and include road names, shop names and/or door numbers. The assessor can then use specialist computer mapping software to measure the distance. The distance you can walk may vary between good days and bad days, so if your condition fluctuates, please provide the detail in each case as well as you can. If the impact of your condition is fairly constant, you can just complete one column and cross out the other.

You also have the option to measure it yourself using one of the following as a guide:

- The average adult step is just less than one metre, which is 1.1 yards or 3 feet and 4 inches.
- The average double-decker bus is about 11 metres, or 12 yards, long.
- A tennis court is about 24 metres, or 26 yards, long.
- A full-size football pitch is about 100 metres, or 110 yards long.

➔ **Now please complete Section 5c.**

5c) Walking Ability - Manner of walking:

Please tick all those options that apply to the way you walk. You can add further information if you like. Again, this should be when you are using your normal walking aids, not how well you can walk without one.

➔ **Now please complete Section 5d.**

5d) Walking Ability - Breathlessness due to a health condition:

Please answer the breathlessness questions based on how you normally walk, (and using your walking aids, if you have them), not when you are in a hurry. You can add further information if you like.

➔ **Now please complete Section 5e.**

5e) Walking Ability - Pain:

Different people experience pain in different ways and for some people, pain medication can be effective. Please tick the option that applies most closely to your experience of pain. You can add further information if you like.

➔ **Now please complete Section 5f.**

5f) Walking Ability - Balance, co-ordination and posture:

Please answer the balance, co-ordination and posture questions based on how you normally walk, (and using your walking aids, if you have them), not when you are in a hurry. There is also the opportunity to tell us about any falls that you have had. You can add further information if you like.

➔ **Now please complete Section 5g.**

5g) Further treatment advice

Some people are advised to walk as part of their treatment or the ongoing management of their condition. If this applies to you, please give further details. If you have not been advised specifically to walk as part of your treatment, please ignore this section.

- ➔ If your condition is only physical in nature, please go to Section 6.
- ➔ If your condition is also non-visible in nature, please go to Section 5h.

5h) Hidden and non-visible conditions

This section is to find out more about what impacts your ability to complete a journey from a vehicle to your destination if the difficulty is not due to the more physical aspects listed above. The nature of non-visible (hidden) conditions means that there are a number of questions that you need to answer as fully and honestly as you can so that the assessor can make an informed decision. It may be helpful to read through all the questions in this section before answering.

The part of the criteria relating to this section is as follows:

- *A person who has been certified by an expert assessor as having an enduring and substantial disability which causes them, during the course of a journey, to:*
- *[];*
- *Experience **very considerable** difficulty whilst walking, which may include **very considerable** psychological distress; or*
- *Be at risk of **serious** harm when walking; or pose, when walking, a risk of **serious** harm to any other person.*

Tick all the options that apply to the applicant with regard to why they find it difficult to complete a journey. The assessor will need to understand why the option(s) that you tick are difficult, so further questions will be asked.

Risks: please give details of how the applicant is at risk of serious harm when undertaking a journey. This risk can be to the applicant themselves or other people (their family, carers or members of the public). If the applicant is not at risk of serious harm to themselves or others, this question can be left blank.

Behaviours and experiences: please give details of how the applicant has difficulty in controlling their actions, has overwhelming responses to undertaking the journey etc. Please provide details in your own words as to what happens, how frequently it happens and whether there are any specific triggers.

Government guidance states that local authorities need to be satisfied that such difficulties cannot otherwise be managed through reasonable coping strategies, therefore we need to understand what coping strategies you or your care giver use to help you (the applicant) manage these feelings, emotions or behaviours.

This is not about testing the carer's abilities but trying to understand what works and does not work for the applicant to try to reduce the risk of harm and to mitigate distress. As previously noted, the nature of non-visible conditions can be wide ranging and affect different people in different ways. Furthermore, strategies that work for one person may not work for someone else. You may state what doesn't work for you as well as what does work.

Please enclose any photocopies of additional evidence such as a social care plan, EHCP, medical report etc. that may support the application or give further information as to the impact, severity

and frequency of the **very considerable** psychological distress and/or **serious** risk of harm as a result of the condition when completing the journey.

➔ **Now please complete Section 6.**

Section 6: All applicants who are 'subject to further assessment' (who have completed Section 5)

Healthcare Professionals

Please give the name of any healthcare professionals who are involved (or who have recently been involved) with the treatment of your condition. This allows the assessor to see the number of and type of professionals who are currently, or have previously been, involved with your care. The assessor will not necessarily make contact with these people.

Treatments

Please list any surgeries, treatments that you have had, or clinics you have attended, in connection with your condition. This includes any hip or knee replacement operations, heart surgery, psychologist or psychiatric clinics, counselling services, crisis team support etc. and the details of any **medical events** such as heart attack, stroke, accidents or severe episodes.

The council asks that applicants allow time for recovery and recuperation after an operation or medical event before assessing an application for a Blue Badge. This means that the applicant can be properly assessed as to whether the condition is enduring and substantial. The time for recovery and recuperation can be between three and six months, depending on the surgery or event.

Please add details of any future treatments or operations and the likely outcome. Waiting for a treatment does not mean that you will be refused a Blue Badge as each case will be reviewed individually.

If you are not able to have an operation or other treatment due to another health condition, you may state the reason(s) why you cannot have the operation or treatment.

Medication

List any medication or pain relief you currently take for your condition, even if you only take it "as and when required".

Additional information

Government guidance states that a Blue Badge should not be issued for any purpose other than to assist the recipient when undertaking journeys. Whilst the council acknowledges that issuing a Blue Badge to an eligible applicant can be of benefit to their carer as a result, **a Blue Badge cannot be issued primarily for the benefit of the carer**. Therefore, please state why a Blue Badge would improve making a journey between a vehicle and the destination **for the applicant**. Applicants are advised to provide more detail than to just state "to park closer to the destination" (as many non-eligible people would also like to park closer to the destination).

There is also an opportunity to provide any further detail that you feel is necessary to support the application.

➔ **Now please complete Section 7.**

Section 7: Declarations and signatures

These questions should be answered by **all** applicants for a Blue Badge.

The relevant mandatory declarations must be completed by **all** applicants, since they underpin the terms of applying for a Blue Badge. Please take the time to read and understand these declarations, since not ticking those that are relevant to your application may result in the local authority being unable to accept your Blue Badge application.

You can if you wish provide evidence to support your application. Please enclose photocopies (not originals) of documentation you wish to submit in support of your application, which may include:

- Repeat prescriptions
- Summary medical record
- Diagnosis letters
- Recent regular clinic attendance (e.g. memory clinic, physiotherapy etc.)
- Letters from doctors/specialists confirming how the condition affects your ability to complete a journey (e.g. how far you can walk, frequency of behavioural issues etc.)*
- Social care plan
- Education and Health Care Plan (EHCP)

* Please note that a letter from a healthcare professional or charity stating that they “support” your application is not sufficient; the letter should contain specific information as to how you meet the Blue Badge criteria. A healthcare professional or specialist may make a charge for providing a letter or report supporting your application, which you will have to pay; you cannot claim this back from the council.

All documents should be included in full, not just the first page or redacted sections.

The supporting information should provide information as to the impact, severity and frequency of the **very considerable** difficulty whilst walking, the **very considerable** psychological distress and/or **serious** risk of harm as a result of the condition when completing the journey.

Some medical documents may state “Not to be disclosed without prior consent of the signatory”. Applicants **MUST** have consent from any third parties (such as Doctors) whose information is used to support the application **BEFORE** it is submitted to the County Council.

The council may ask you to attend an eligibility assessment so that you can see a trained Expert Assessor face to face. These Expert Assessors are fully qualified Occupational Therapists or Nurses. Expert Assessments can be carried out randomly or if it is felt that meeting with the applicant would be beneficial.

A local authority may refuse to issue a badge if they have reason to believe that the applicant is not who they claim to be or that the badge would be used by someone other than the person to whom it has been issued.

If your badge application is successful, the leaflet “The Blue Badge scheme - rights and responsibilities in England” will be sent to you with the badge. This leaflet explains the rules of the Scheme and how you should use the badge properly. [View the leaflet online](#).

Blue Badge Issue Fee

If your application is successful, you will be required to pay a fee of £10 before a Badge can be issued to you. Do not send the fee with the form. We will contact you if your application is

successful. We will only issue successful applicants with a Blue Badge once payment of the required fee has been received. The quickest way of making a payment is online: please ensure an email address is provided if you have one, so we can send you the link to the payment page, if your badge is approved.