

06/08/2018

Your Universal Credit claim

Work capability assessment decision

Dear 

Following your work capability assessment we've decided that you do not have limited capability for work.

This means you may be expected to look for work, depending on what you have agreed with your work coach.

What happens next

We will contact you to look again at the work-related requirements in your commitments.

You do not need to send us any more fit notes.

Your payments

You will still receive Universal Credit. The amount may change if your circumstances change. Check your statement each month to see the exact amount.

Your Universal Credit could be reduced if you do not go to appointments with your work coach or do what you agreed in your commitments. We call this a sanction.

How we made this decision

We have used all the information we have about you, including:

- your capability for work questionnaire, if you filled one in
- information provided by the Health Assessment Advisory Service following your work capability Assessment

More information

Use your journal to contact us if you have any questions.

Find out more about Universal Credit at www.gov.uk/uc

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- any other information that you or your doctor sent us

We compare that information to a list that describes physical and mental problems that could stop someone working. A brief summary of the list follows this letter.

If you want a copy of your full assessment report, or need more information, call us on 0800 328 5644.

Tell us about any changes

You must tell us straight away if there is a change in your circumstances. For example, you need to tell us if you have a new health condition or your existing health condition gets better or worse.

Use your online account to tell us about changes.

If you give wrong or incomplete information or you do not report changes straight away you may be paid more or less money than you should. You will have to pay back overpaid money when told to do so. You could also be prosecuted or need to pay a financial penalty. If we pay you less money than we should we may pay you this money back, including any arrears due.

Yours sincerely,

Universal Credit

If you disagree with a decision

You can ask us to explain why

You, or someone who has the authority to act for you, can call 0800 328 5644 or use your journal to request a written explanation. You'll need to do this within **1 month** of the date of this letter.

You can also ask us to reconsider a decision

Tell us if you think we've overlooked, or you've more, information that affects the decision. Do this within **1 month** of the date on this letter.

When we've looked at what you've told us, we'll send you a letter to tell you what we've decided and why. We call this letter a 'Mandatory Reconsideration Notice'.

When you've done this you can appeal

If you disagree with the Mandatory Reconsideration Notice, you can appeal to a tribunal.

You must wait for the 'Mandatory Reconsideration Notice' before you start an appeal.

Equality and Diversity

We are committed to treating people fairly, regardless of their disability, ethnicity, gender, sexual orientation, transgender status, marital or civil partnership status, age, religion or beliefs. Please contact us if you have any concerns.

What we look at when we assess you

We look at the information we have about you including your assessment then consider whether you could function in a workplace.

This is just a brief overview. For a complete guide, visit:

<https://www.gov.uk/government/publications/work-capability-assessment-handbook-for-healthcare-professionals>

Body

Moving around

This is based on how much you'd have to move around a workplace. It looks at things like: can you move 200 metres without having to stop, even if you need a walking aid or wheelchair? Can you get up and down 2 steps?

Standing and sitting

Can you manage some combination of standing and sitting for an hour? Can you get from one seat to another one next to it?

Reaching

This is based on the strength and co-ordination in your arms – can you raise at least one of them over your head?

Picking things up and moving them

This looks at whether you can pick something up from waist height and move it. The object can be about as heavy as a 1-litre carton of orange juice, or something large but light, like an empty cardboard box.

Using your hands (manual dexterity)

This looks at whether you can use your hands well enough to handle basic work tasks: holding a pen, typing on a keyboard, pressing a button, turning the pages of a book or picking up something small.

Being understood (speaking, writing or typing)

Can you speak or write or type or use some other aid to get a basic message across? It does not have to be in English if that is not your first language.

Understanding communications (hearing or reading)

Can you understand a simple message by hearing or lip reading? Can you read a simple message? The reading only assesses basic literacy, and Braille and large print are fine.

Navigation (getting around safely)

Can you get around a new place without help from another person, even if you have to use a guide dog?

Incontinence (bladder or bowel)

Do you have to wash or change your clothes because of difficulty controlling your bladder, bowels or collecting device?

Consciousness

Do you lose consciousness while awake, or lose control of your thoughts and actions?

Eating and drinking

This is about getting food or drink to your mouth, and chewing or swallowing it. Do you need help to do any of this?

Mind**Learning tasks**

This looks at whether you can learn a basic or a moderately complex task. A basic task is something like turning on a tv. A moderately complex task may involve 3 or 4 steps, like operating a washing machine.

Awareness of hazards

This checks whether you understand about day-to-day hazards, like boiling water or sharp objects.

Starting and finishing a task

Can you plan, start and finish everyday tasks without difficulty - for example, washing and dressing or cooking a meal?

Coping with change

Can you cope with small changes to your routine if you're expecting them? For example, having a meal earlier or later than usual. And what if you aren't expecting the change?

Getting about on your own

Can you visit new places, or places you know, without another person, and without feeling very anxious, scared or ill?

Dealing with other people

This is about feeling very anxious and scared when you meet people. It has to be much stronger than the mild anxiety a lot of people feel meeting strangers.

Appropriate behaviour

This is about aggressive, upsetting or shocking behaviour that would be unacceptable in any workplace.