

# COVID-19 (Coronavirus)

## Staff Questions and Answers - What does it mean for my pay? Updated 23<sup>rd</sup> June 2021

The following guidance is specifically focused on the impact of COVID-19 and your pay. Please read the following information carefully, if you are unable to find a response to your particular question, please contact [covid19@caretech-uk.com](mailto:covid19@caretech-uk.com) and someone will be able to help you. These guidelines are subject to change and are updated in accordance with the latest Government updates.

### 1. Can I continue to shield if I am clinically extremely vulnerable?

The Government has advised that everyone is currently advised to work from home where possible. If you cannot work from home, the Government is no longer advising that you do not attend the workplace. As your employer we are required to take steps to reduce the risk of exposure to COVID-19 in the workplace and you should speak to your line manager or Covid-19 Officer to find out the measures taken at your respective work location.

### 2. What will I be paid if I am off work because I have Coronavirus symptoms or are self-isolating:

In either of these events, you should work from home if you can and are well enough. If you cannot work from home, you will receive [Statutory Sick Pay \(SSP\)](#).

Subject to various schemes, their availability and your eligibility, you may be entitled to a one-off payment.

There are different schemes in [England](#), [Northern Ireland](#), [Scotland](#) and [Wales](#).

You may be entitled to:

- [New Style Employment and Support Allowance \(ESA\)](#) if you cannot get SSP, you're under State Pension age, and you have made enough National Insurance contributions over the last 2 to 3 years – you could also get it if your child is shielding
- [Universal Credit](#) if you or your partner are under State Pension age and you have less than £16,000 in savings – you might be able to get it at the same time as SSP or New Style ESA
- [Pension Credit](#) if both you and your partner have reached State Pension age – you might be able to get it at the same time as SSP

**In all cases, you must provide an appropriate fit note to be eligible for SSP.**

Extraordinary days every day

### **If you have caring responsibilities because of Coronavirus:**

If you have caring responsibilities because of coronavirus, you might not be able to work all or any of your usual hours. This might be because schools or childcare facilities are closed or you're caring for a vulnerable person at home.

You may be eligible to claim for:

- [Universal Credit](#) if you or your partner are under State Pension age and you have less than £16,000 in savings
- [Pension Credit](#) if both you and your partner have reached State Pension age
- [Carers Allowance](#) if the person you care for is getting certain benefits – you might be able to get it at the same time as Universal Credit or Pension Credit

**In line with current Government directive, Statutory Sick Pay in relation to Coronavirus will be paid from day one of absence instead of day four. If you are absent from work and your illness is not related to Coronavirus, you could get SSP from the fourth day you are off work subject to eligibility.**

You can 'self-certify' for the first 7 days off work. This means following the Company process but not having to get a note from a doctor.

If you are self-isolating due to coronavirus for more than 7 days you should get an online self-isolation note from NHS 111 online at <https://111.nhs.uk/isolation-note/> or a fit note from your GP.

Guidance was issued by Public Health England for those who have been categorised as extremely clinically vulnerable and took effect from **1 April 2021**.

These people will no longer be required to shield, and from 1<sup>st</sup> April 2021 will not be eligible for Statutory Sick Pay or Employment and Support Allowance on the basis of being advised to shield. More Government information regarding this can be found [here](#).

You can also visit the Government website for further information on what financial support could be available to you at [Coronavirus \(COVID-19\): Work and financial support - GOV.UK \(www.gov.uk\)](https://www.gov.uk/coronavirus-work-and-financial-support)

The Company have taken steps to ensure that all premises are adhering to COVID guidelines and Risk Assessments.

The latest government advice for those identified in the group of clinically vulnerable can be found here:

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

**Employees who are in self-isolation must follow the usual sickness reporting process.**

### 3. I have a holiday planned abroad, if I am required to quarantine on my return, will I be paid?

All employees should adhere to the Government guidelines regarding travel abroad, and take note of the following guidance that can be found at <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors>. Annual leave should be requested in the usual way, taking into consideration any destinations with a quarantine in place, and requesting the appropriate amount of annual leave. As per the policy it is unlikely that any request for a period of over two weeks will be granted unless there are exceptional circumstances. **You cannot get SSP if you are self-isolating after entering or returning to UK and do not need to isolate for any other reason.**

### 4. I am in financial difficulty after receiving SSP due to Coronavirus, is there any help available from the Company?

The Caretech **COVID-19 SSP Fund** is ongoing, and is for all Caretech employees. Please refer to the COVID-19 application form on the microsite to apply. You may be eligible for an additional £125 Gross per week for up to two weeks. The process is simple:

1. Complete the Covid-19 fund application form
2. Email your fully completed form to [CareTechCOVID19Fund@caretech-uk.com](mailto:CareTechCOVID19Fund@caretech-uk.com)
3. Your application will be considered confidentially by The Colleague Support Panel within one week.
4. You will receive notification of the decision as soon as possible. If your application is successful, we will endeavour to payment as soon as possible.

### 5. I'm bank staff, what will I be paid if I am advised to self-isolate?

Bank workers will be eligible for statutory sick pay if they meet the qualifying criteria (i.e. they are employed and earn more than £120 per week from a single employer). Those who are not eligible for SSP will be able to claim Employment Support Allowance (subject to having made enough national insurance contributions) or they will be able to apply for Universal Credit.

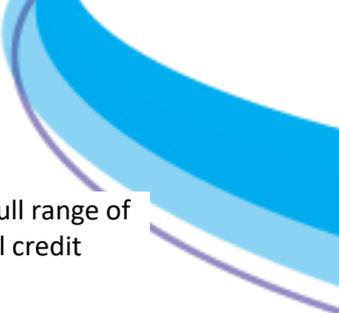
### 6. I am not eligible for SSP, what will I be entitled to?

If you are not eligible for SSP – for example if you are self-employed or earning below the Lower Earnings Limit– and you have COVID-19 or are advised to stay at home, you can now more easily make a claim for [Universal Credit](#) or new style [Employment and Support Allowance](#). You may also be eligible to apply for a Test & Trace Payment, please check your eligibility here [Claiming financial support under the Test and Trace Support Payment scheme - GOV.UK \(www.gov.uk\)](#)

### 7. If I have an isolation note and have been advised to self-isolate for 7-14 days, can I take paid annual leave?

Yes, you could take annual leave if you wish, and have the accrued annual leave to take, (subject to agreement by company).

### 8. I am worried about the overall financial implications to me, what should I do?



If you are affected by the economic impacts of COVID-19, you will be able to access the full range of the welfare system, including Universal Credit. You can check your eligibility for Universal credit here: <https://www.understandinguniversalcredit.gov.uk/coronavirus/>

You can see what other financial support you may be entitled to here: <https://www.gov.uk/coronavirus-taxon/work-and-financial-support>

You can also make an application to the CareTech COVID-19 fund if you have been in receipt of SSP and are in financial difficulties as a result.

**9. How does the Coronavirus Job Retention Scheme work and will it cover the costs of my salary if I self-isolate?**

Please see the document – Furlough QA

