

Your Blue Badge Application – Additional Information

We aim to assess your application within 12 weeks providing we have received all required documentation.

Applying online via the Directgov website at www.gov.uk is the quickest and most convenient method for your application to be sent to us and includes an eligibility checker which will inform you whether or not you are potentially eligible. Please find below information regarding the process which you may find useful:

Before you apply

- Please make sure that you have all relevant identification documentation as detailed within the application form. Incomplete applications or missing information will delay the processing of your blue badge.
- If you are applying under the **Personal Independence Payment (PIP)** method you must supply a copy of your letter of entitlement dated within the last 12 months and the letter must state the number of points that you receive under each descriptor, for example: '8+ points under the moving around descriptor' or '10 points specifically for Descriptor E under the "planning and following a journey" activity of the mobility component of PIP which relates to being unable to undertake any journey because it would cause overwhelming psychological distress'. A badge will only be issued for the duration of your award, for example, if your PIP award letter states that you are to receive your benefit for the next 6 months, you will only be issued with a badge for 6 months and then you will need to reapply.
- If you are applying under the **hidden disability criteria** you must provide evidence from a medical/health care professional that you feel supports your application for a blue badge. Evidence from your GP will not be accepted in support of your application if this is the only source of supporting evidence provided. There can be a charge for certain medical information therefore you are encouraged to utilise any documentation that you currently have which is relevant to your condition and supports the impact this has on your ability to complete a journey outdoors. Supporting documentation relevant to your condition could include:
 - Social Communication Assessment Team (SCAT) report to evidence diagnosis
 - Health Care Professional testimony to certify your eligibility for example, from a Children Adolescent Mental Health Service (CAMHS) worker, or Adult Mental Health Team worker, Occupational Therapist, Education or Clinical Psychologist, Physiotherapist, Speech and Language Therapist, Paediatrician, Paediatric teams, Social Worker, Community Psychiatric Nurse, Counsellor, Neurologist, or Gastroenterologist.
 - Education Health Care Plan (EHCP)
 - Special Educational Needs Support Plan (SEN)
 - Care Plans to provide details of any ongoing care and support of any provisions that are in place; levels of support required outdoors; any aids or equipment utilised.

- Attendance at specialised services for example, Care and Support Pathways, Therapeutic services, Memory Clinics, Day Centres or Assertive Outreach Team.
- Applications will be unsuccessful if the information/evidence provided does not satisfactorily evidence how your condition impacts your ability to complete a journey outdoors.

Apply or reapply online/post

- You can apply online at gov.uk and your application will be sent to us for processing.
- Alternatively you can download a copy of the application form and return to us for processing.
- Within Durham, we have Occupational Therapists specialising in a wide range of conditions and who conduct mobility assessments where appropriate to determine eligibility for blue badge provision. In addition to Occupational Therapists, we further draw upon the 'expert assessor' knowledge and expertise where required to certify eligibility of those applying under the hidden disability criteria, should insufficient supporting evidence be available.

Fast track applications

- Issued to applicants with a terminal illness and where a DS1500 report has been or will be issued by a health care professional who will complete the application form.
- There is no charge for a fast track application.
- Applications will be expedited upon receipt.

Organisational badges

- Issued to those organisations which care for and transport disabled people who would meet one or more of the eligibility criteria for an individual blue badge and which has a clear need for a badge rather than using the individual badges of the people it is transporting.

Reapplying for a blue badge

- Blue Badges are not automatically renewed; you will receive a renewal reminder 12 weeks prior to the expiry of your current badge however it is the individual's responsibility to inform us of any change in address/contact details. All applications are assessed with regards to eligibility and therefore it is important that you fully complete the application form upon when renewing your badge.

Cost

- If you are approved for a blue badge, the cost is £10. Payment will be requested should your application be approved and you will be provided with a number of payment options.

If your application is unsuccessful

- If your application is unsuccessful, you may request a review of decision within 28 days of receiving notification.

In the event that you have a query with any aspect of the application process, please contact us on 03000 269425 or email bluebadgescheme@durham.gov.uk.