

Leaflet concerning allowances for volunteer carers, guardians and carers

General

Care, guardianship and legal guardianship are, in principle, unpaid services (honorary). However, as a caregiver, guardian, or carer, you may be reimbursed expenses that you incur through the exercise of this office.

Flat-rate allowance

The entitlement to a flat-rate allowance is set annually, starting one year after being appointed. The allowance currently amounts to a flat rate of 399.00 EUR per year.

When claiming this amount, **no** evidence is presented to the Mental Health Court or Family Court. Please note that the entitlement to the flat-rate allowance expires if you fail to assert your claim by **31st March of the following year** (after the formation of the claim).

Example: You are appointed as a voluntary guardian on 24th July 2014.
You become entitled to a flat-rate allowance on July 25th 2016.
You must assert your claim by 31.03.2017, otherwise it becomes invalid.

Concrete reimbursement of expenses

If your expenses exceed the amount of 399.00 EUR annually, you may be reimbursed the larger amount. You must provide detailed evidence of your expenses (e.g. day of the visit, the amount of travel expenses, telephone conversations, postage receipts stating the addressee, etc.).

For travel by car, 0.30 EUR per kilometre is reimbursed.

Please note that the entitlement to reimbursement of costs incurred expires if you fail to assert a claim within **15 months**.

Example: On 24th July 2015, as part of your work as a volunteer caregiver, you have expenses (e.g. train ticket costs) of 450.00 EUR.
You have until October 24th 2016 to make your claim.

Right to choose

You can either claim the flat-rate allowance (submitted without individual items of evidence) or the actual reimbursement of costs claimed. Choose the most favourable alternative for you.

Making a claim - application

If the person being cared for **does not have sufficient income or assets**, the expenses will be paid by the Federal State treasury upon application. The application has to be submitted in writing when claiming the flat-rate allowance or the actual expenses and, if possible, along with the annual report to the Mental Health Court or Family Court.

If the person being cared for **has sufficient** income or assets, your claim is directed against the person being cared for.

Assets over 5.000,00 EUR, for example, are considered sufficient.

If you have been transferred the responsibility of asset custody for the person receiving care, you can take expenses from the income or the assets of that person.

If you cannot take the expenses directly from the income or the assets of the person receiving care (for example, because the responsibility of asset custody has not been transferred to you), you have to apply to the Mental Health or Family Court for reimbursement of your expenses.