

What expenses cannot be claimed

The following cannot be claimed under the Fund:

- Loss of earnings
- Parking fines
- Childcare Costs
- Car Hire
- Expenses for outpatient appointments
- Alcoholic drinks
- Expenses incurred prior to 1 April 2020

Who can't claim expenses

Claims may not be made:

- By the partner and children of a woman who attends for outpatient appointments.
- For expenses incurred prior to 1 April 2020.
- Children over the age of 16 years.

*The rate of reimbursement is based on the HMRC fuel advisory rate for a petrol engine 1400cc to 2000cc. This can be found at: <https://www.gov.uk/government/publications/advisory-fuel-rates>.

The reimbursement rate for each financial year will be determined by the advisory fuel rate from 1 March each year for the year ahead. The rates can go down as well as up.

Full T&C's can be found at:
<https://www.mygov.scot/mother-baby-unit-family-fund/>

Where to claim

You must claim from the NHS board you are attending.

Staff will direct you to your nearest cash office.



Mother and Baby Unit Family Fund (MBUFF)

**You are entitled to financial help
with travel and meal costs**

<https://www.mygov.scot/mother-baby-unit-family-fund/>

Office Stamp

Mother and Baby Unit Family Fund (MBUFF)

Who can Claim

Claims may be made by partners/ fathers/ main carers, in addition to existing children up to school leaving age offset the cost of traveling to and from a regional Mother and Baby Unit, when visiting a woman being treated there for perinatal mental illness.

This is to facilitate support for the woman and baby in the unit, support continued family bonding and allow staff in the unit to work with the family group.

You can get a MBUFF(1) claim form at the MBU or you can download one from the MyGov website.

What you need when claiming

When filling in the claim form you'll need the following information:

- Mother's name and date of birth
- Bank details
- Name of the hospital, ward name and number
- Consultant's name
- Date of admission
- Details of your claim

Your MBUFF(1) form must then be signed by a medical professional at the MBU then be submitted to the hospital cash office.

Terms and Conditions

MBUFF is designed to provide a contribution towards the cost of visiting a mother and baby and may not meet the full cost of all travel and subsistence during this time.

The maximum claim that partners/ fathers/ main carers, in addition to existing children up to school leaving age (16) can make is **£500** in total. This will include claims for reasonable accommodation, travel expenses and a flat rate contribution of £8.50 per person, per day for food and non-alcoholic beverages.

Partners/ fathers/ main carers and children up to school leaving age of an eligible family should make a maximum of one travel claim and one subsistence claim per day per person for those travelling. Children must remain in the care of the visitor, or mother if she is capable, at all times.

Claims can be submitted incrementally during an ongoing MBU stay (e.g. weekly) or in full for the entire stay, up to three months, following dis-charge, from 1 April 2020.

Who can claim expenses

Claims may be made by the Partner of a woman admitted to an MBU on or after 1 April 2020.

What Expenses Can Be Claimed

Transport

Claims will be reimbursed at the prevailing mileage rate per mile* for up to one return car journey per day for each partner/ father/ main carer, when they are travelling to the hospital separately on the same day. Public transport costs should be reimbursed in full for up to one return journey per day on production of receipts. Standard class travel can be reclaimed upon production of receipts.

Travel by taxi will only be considered in certain circumstances, e.g. no public transport availability or subject to mother's medical condition. Taxi travel must be approved by clinical staff prior to journey.

Parking

Car parking is free at NHS Lothian (St John's MBU) and NHS Greater Glasgow and Clyde (West of Scotland MBU, Leverdale).

Flights

Air travel should only be considered where it is cheaper than other forms of transport. Where other forms of transport are not reasonable (e.g. island to mainland travel). Flights must be approved by NHS Board prior to travel. Approved flights are limited to a maximum of two return journeys by air per week.

Accommodation

If accommodation is required, a contribution to reasonable overnight accommodation costs will be reimbursed, for one room only, per night. This will be included in overall £500 limit. Reasonable is defined as the most cost effective accommodation available.

Meals and Subsistence

Claims for meals may be made by one of the following means:

- A flat rate contribution of £8.50 per person, per day for food and non-alcoholic beverages will be issued. This may be purchased outside of hospital grounds

or

- Meals may be directly provided free of charge by the hospital (e.g. staff canteen or patient meals) up to a maximum of three meals per day.

Further detail of provision within your hospital will be provided locally. No receipts are required for the reimbursement of meal costs.