

Witness Name: Brendan Brown

Statement No: WITN4496001

Exhibits: WITN4496002 to  
WITN4496011

Dated: April 2021

**INFECTED BLOOD INQUIRY**

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**WRITTEN STATEMENT OF BRENDAN BROWN**

**ON BEHALF OF THE NHS BUSINESS SERVICES AUTHORITY**

**EXHIBIT BB2 (WITN4496003)**

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«Salutation» «Forenames» «Surname»  
«Address1»  
«Address2»  
«Address3»  
«Address4»  
«Postcode»

## England Infected Blood Support Scheme

Skipton House  
80 London Road  
London  
SE1 6LH

Tel : 0300 330 1294  
Email: [nhsbsa.eibss@nhs.net](mailto:nhsbsa.eibss@nhs.net)  
Website: [www.nhsbsa.nhs.uk](http://www.nhsbsa.nhs.uk)

Date : «Date»

Dear «Salutation» «Surname»

### Subject: England Infected Blood Support Scheme

From 1 November, the NHS Business Services Authority (NHSBSA) will become responsible for administering the England Infected Blood Support Scheme (EIBSS). This Scheme replaces the schemes previously operated by Skipton Fund, Macfarlane Trust, MFET, Eileen Trust and Caxton Fund.

We are writing to let you know that your details have been passed to us along with your consent from the previous schemes, and to outline what will happen now. We have also enclosed a privacy notice with this letter explaining how we will use your information.

Your EIBSS reference number is «Ref»

### What you need to do now

- **Check your name and address at the top of this letter**  
If they are the details you would like us to use, you do not need to do anything. If you would like us to use alternative contact details, please let us know. You can request a Change of Details form using the details at the end of this letter.
- **Let us know if any of your other details have changed**  
If personal details such as your bank account information have changed or change in the future please let us know as soon as possible. You can request a Change of Details form using the details at the end of this letter.
- **If you claim any income related benefits**  
We recommend you tell the office that pays your benefit that you have had a payment from EIBSS. They will be able to ignore this payment when working out entitlement to benefit. If you don't do this, they may not be able to determine what money they should ignore and any benefits that depend on the amount of money you have could be affected.

- **If you wish to make a new application**

Please contact us using the details at the end of this letter. Please make any new applications or send any new queries to the NHSBSA using the forms supplied by us. You should not use old versions of forms from the previous schemes.

### **How does this affect benefits?**

Any payments you receive from EIBSS will not be taken into account when calculating entitlement to any income related benefits from the Department for Work and Pensions (DWP). Income related benefits include Income Support, income based Jobseekers Allowance, State Pension Credit, Housing Benefit, income related Employment Support Allowance and Universal Credit. If you claim any income related benefits (or if someone else claims an income related benefit that takes into account any money you have) you should tell the office that pays your benefit that you have had a payment from EIBSS. They will be able to ignore this payment when working out entitlement to benefit. If you do not tell DWP about this money, they will not be able to determine what money they should ignore and any benefits that depend on the amount of money you have could be affected. Payments from the Scheme are also exempt from tax and do not need to be declared to HMRC as part of your income.

### **What you can expect from the NHSBSA**

**There will be no changes to your regular payments and they will continue to be made on your usual payment dates.** You will receive a payment schedule letter soon that will outline each of your payment dates from April 2018.

Quarterly and winter fuel payments will increase in line with Consumer Price Inflation (CPI) in April each year. The annual winter fuel payment is normally paid in December.

Initially, the payment reference shown on your bank statement will be 'NHSBSA HOSTED'. This will change at a later date to 'NHSBSA Hosted 6'.

We will continue to make discretionary payments as part of the Scheme. Following a public consultation by the Department of Health, we will be reviewing discretionary payments over the next few months to ensure consistency and fairness is established in the new Scheme. Payments will continue at the current levels until April 2018. We will contact you in advance to let you know if there will be any changes to these payments.

We will also write to those of you who are eligible for the Special Category Mechanism before the end of April.

Any ongoing applications or appeals may be passed to us as part of the transfer process. However, if you have any ongoing applications, appeals, complaints and issues relating to the previous schemes you should still direct any associated correspondence to them.

You can find more information about the Scheme at [www.nhsbsa.nhs.uk/EIBSS](http://www.nhsbsa.nhs.uk/EIBSS).

## **Communication preferences**

We are keen to make sure we contact you in the way(s) that work best for you. We can write to you, email you or contact you by telephone. You can specify which telephone number you would like us to use (mobile or landline) and any address you would like us to write to you at - this does not have to be your home address. You can request a Change of Details form to let us know about your preferences:

Post: FREEPOST EIBSS

Email: [nhsbsa.eibss@nhs.net](mailto:nhsbsa.eibss@nhs.net)

Tel: 0300 330 1294

## **User research**

We would welcome your feedback on the new scheme and will be carrying out regular research and surveys in the coming months. If you're interested in taking part in our research, please contact us at [nhsbsa.eibss@nhs.net](mailto:nhsbsa.eibss@nhs.net).

Yours sincerely

**NHSBSA**