

Reimbursement of expenses for kidney donors

Thank you for offering to donate a kidney. You are currently undergoing tests to assess your suitability to become a living donor, and during this time you will have to attend the hospital for appointments and investigations.

If you are found to be suitable and the operation goes ahead you will need to stay in hospital for up to 10 days. Full recovery takes 2-3 months.

We are aware that this may leave you out of pocket and it may be possible for you to have your loss of earnings or travel expenses reimbursed. This will be up to a maximum of £5,000. Please talk to a member of the live donor team about this. Their direct line is 020 7317 7604, open during office hours.

We can submit a claim form on your behalf for reimbursement. Please note that we cannot guarantee that payment will be made.

If you become a donor, we will send the claim after you leave hospital. The claim has to be submitted within 12 weeks of the transplant.

If you do not become a donor you may still be able to claim for any expenses you incur as a result of the assessment process.

You will need to provide supporting documentation for all claims. This could be copies of pay slips, tax returns, benefit entitlements, confirmation of loss of benefits, travel tickets and payment receipts.

Overseas donors will need to have a UK bank account or access to their overseas account from the UK.

Loss of earnings

During the period that you risk suffering loss of earnings:

- Your employer may support you and pay you fully throughout.
- You may receive full pay initially but after a few weeks may only receive statutory sick pay.
- You may only get paid statutory sick pay during your time off work.
- It may be appropriate to reimburse the difference between what you get paid during this time and a proven claim for basic pay.
- Overtime payments will only be considered if they can be shown to be a regular part of your income.
- If you are self-employed claims should be made on declared tax earnings.

- Any claim made will need to be clearly demonstrated
- Original pay slips will have to be presented with your claim form.
- Employed claimants will receive net pay. Self-employed claimants will receive their proven gross income.

It is important that you ensure that you have paid enough contributions to the Pensions Agency for your annual subscriptions during the year before your time off work. If you have not, cover for this can be submitted as a further claim at the end of the financial year. If you do not do this, it could affect your pension in the future.

Claims for loss of earnings will be considered for up to three months initially.

Travel expenses

Any reasonable claim for travel expenses for hospital appointments or tests may be reimbursed.

Documentation such as travel tickets and payment receipts will be required. Any mileage claimed will be paid at the locally agreed mileage rate.

Other expenses

Any additional expenses incurred as a result of donating a kidney, such as childcare and hospital parking will be considered. Proof of payment would be required.

Documentation to support claims

You will need to provide evidence to support any claim for reimbursement and to show that you have looked at alternative ways of providing income, such as applying to social services.

Examples of evidence:

- Original pay slips for the last three months.
- Employers letter stating level of financial support during period of time off work.
- Confirmation of benefit.
- Confirmation of loss of benefit.
- Most recent statement of earnings from tax office (if self-employed).
- Travel tickets and receipts.
- Mileage travelled by car.
- Miscellaneous receipts.
- Completed and signed claim form.

Please talk to a member of staff if you are uncertain about any of the above information.