



First steps in the event of a need for long-term care - German health care system



If possible, inform your employer or manager before your work starts that you will not be at work due to an emergency situation. The Family Care Leave Act (PflegeZG) allows you to take up to 10 days off work to organise care in an acute situation. The salary will be paid by the care insurance fund of the person in need; if necessary, your employer will continue to pay.



Get advice on support and costs. The following agencies offer advice and support: The Fürstenberg Institut, long-term care insurance funds, long-term care support centres, long-term care services. If the person in need of care is in a hospital, the social service there will be the first point of contact. They are responsible for discharge management and will support you with applications and the organisation of care after the hospital stay. However, this only applies to people with statutory health insurance. If your relative lives in another European country, we will discuss a possible course of action with you.



Talk to each other. Are a health care proxy and an advance healthcare directive in place? What can the future look like? What does the person in need of care want? Where and how would they like to be cared for? Who can and wants to take responsibility for the care?



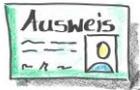
Care level - submitting an application. In the event of a hospital stay, the responsible social service can submit the application. The deadline for the assessment is only one week, as the care level is important for further care. If the person in need of care is at home, request the application by telephone from the long-term care insurance fund (which is affiliated to the health insurance fund). Prepare well for the assessment visit. The Fürstenberg Institut will be happy to advise you on this.



Check the expert report. Within 25 working days, the long-term care insurance fund must have decided on the long-term care level and inform you of this in writing. Check the care assessment carefully and have it explained to you if necessary. If you are of the opinion that the classification does not correspond to the facts, file an objection within four weeks. The Fürstenberg Institut can also support you in this.



Is **support** necessary to facilitate care and maintain independence? Does the person in need of care need a nursing bed or a toilet seat lifter? If the patient is hospitalised, the social services will advise and support you. In some places there are housing advisors - usually free of charge. The Fürstenberg Institut, long-term care support centres, the long-term care insurance fund and long-term care services also provide advice.



If necessary, **apply for severe disability.** You can apply for the certificate at the pension office or the social affairs office of the municipality. Depending on the identification mark, you will then have various advantages and benefits, such as exemption from radio licence fees or a parking permit.



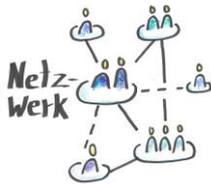
Making it easier to reconcile work and care. Talk to your manager or the HR department about support options, such as flexible working hours. If you decide you want to be a carer yourself, find out about the possibility of 6 months' care leave or 24 months' family care leave.



Would you like to do the care work yourself? Then take advantage of the **free care courses** offered by the care insurance fund. These can also take place at the home of the person in need of care, so that the circumstances can be dealt with individually.



Insurance during the care period. If the main carer works 30 hours or less per week and provides care for at least ten hours per week, regularly spread over at least two days per week, he or she can take out pension insurance through the long-term care insurance fund. The application must be submitted to the long-term care insurance fund. If you leave your job entirely, check whether you can be covered by health insurance through your spouse. Otherwise, voluntary continued insurance is possible. Upon application, the long-term care insurance company of the person in need of long-term care will reimburse the amount for health and long-term care insurance up to the amount of the minimum contribution. You are insured against accidents through the accident insurance fund of your federal state.



Set up a network! You do not have to do everything yourself! There are many service providers who can be used to assist you. For example, there is the home emergency call, meals on wheels and household-related services. Get advice from the Fürstenberg Institut, the care support point, the care insurance fund, the care service or the hospital social service.

You can also find helpful information here:

<https://www.wege-zur-pflege.de/start.html>

<https://www.bundesgesundheitsministerium.de/>

If you would like more information on this or other work-life topics or are interested in personal counselling, the qualified expert counsellors of the Fürstenberg Institut are at your disposal at any time - absolutely discreetly, strictly confidentially and free of charge for you.

You can reach the Fürstenberg team 24/7 at:

0800 / 387 78 36 (free of charge from Germany)

00800 / 38 77 83 62 (free of charge from Austria and Switzerland)

beratung@fuerstenberg-institut.de

Or you can make an appointment for a consultation using our online calendar.

Log in here with your login data: **www.fuerstenberg-institut.de/kundenlogin**

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