

## **Health in Pregnancy Grant**

### **Question & Answer Sheet for MoD Staff**

**HiPG Helpline number: 0845 366 7885**  
**Overseas Helpline number: +442920 501178**

**[www.direct.gov.uk/money4mum2be](http://www.direct.gov.uk/money4mum2be)**

**Who can get it?**

Pregnant women whose expected date of delivery is on or after 6<sup>th</sup> April 2009 and are ordinarily resident in the UK will be entitled to the grant, providing they are not subject to immigration control.

A pregnant woman is treated as being in the UK if she is:

- a crown servant posted overseas
- the partner of a crown servant posted overseas and is either present in the UK or accompanying the crown servant in the country where they are posted
- The daughter of a Crown Servant posted overseas (See below)

**Daughters of Crown servants posted overseas**

The daughter of a Crown servant posted overseas will be eligible to HiPG if, at the 25<sup>th</sup> week of pregnancy they are:

- under 16 **or**
  - aged between 16 and 20 and are in receipt of child benefit **or**
  - aged between 16 and 20 and were in receipt of child benefit due to attendance on a recognised course of education at the time they became pregnant.
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**How much is it?**

The Health in Pregnancy Grant is currently £190 and is tax free. Payment of the grant does not depend on the amount of household income and it will not affect payments of tax credits and other benefits

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**What is it for?**

The Health in Pregnancy Grant aims to provide flexible financial help to support the general health and well-being of women in the later stages of pregnancy, and to help them to meet wider costs in the run up to the birth.

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**Is it paid for each baby or pregnancy?**

The Health in Pregnancy Grant is payable for each pregnancy and not for each baby, for example if twins are expected only one grant of £190 is payable.

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**When is it paid?**

Health in Pregnancy Grant is payable from the 25<sup>th</sup> week of pregnancy but must be claimed before the expected date of delivery.

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There is a **31 day** time limit for claiming. Claims must be sent to HM Revenue & Customs within **31 days** of the date the claim form was signed by a health professional.

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### **How do pregnant women posted overseas obtain a HiPG claim form?**

HiPG claim forms will be available from MoD medical centres. A MoD health professional will sign the claim form from the 25<sup>th</sup> week of pregnancy confirming that appropriate maternal health advice has been given.

Where there is no MoD medical centre, MoD personnel need to contact their Administration Officer for a claim form. The pregnant woman will need to take the claim form to a health professional from the 25<sup>th</sup> week of pregnancy. The health professional will need to sign the claim form confirming that appropriate maternal health advice has been given.

Where there is no access to a MoD medical centre or Administration Officer, the HiPG overseas helpline number +44 2920501178 should be contacted to obtain a claim form. The pregnant woman will need to take the claim form to a health professional from the 25<sup>th</sup> week of pregnancy. The health professional will need to sign the claim form confirming that appropriate maternal health advice has been given

Once the form is signed by a health professional, it is the pregnant woman's responsibility to complete and post the claim form. A reply envelope is provided with the claim form

**HMRC must receive the claim form within 31 days of the form being signed by the health professional.**

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### **How do MoD medical centres and Administration Officers obtain HiPG claim forms?**

Administration Officers and Medical Centres can bid for claim forms through Defence Storage and Distribution Agency using MOD Form 999. Advice can be obtained on 94240 x 2052 (Mil) or 01869 256052 (Civ).

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### **Why do we need to know the number of expected babies if the grant is paid only once for each pregnancy?**

We may want to share this information with the Department for Work and Pensions to help them deal with claims to Sure Start Maternity Grant.

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**Why do we need a contact number for the health professional?**

Sometimes it may be necessary to contact the midwife or doctor who signed the declaration to confirm the pregnant woman's details. We don't expect we will need to do this very often.

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**What is 'appropriate' maternal health advice?**

This is the normal advice midwives give to pregnant women to help them and their unborn baby stay healthy during pregnancy.

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**What happens if the pregnant woman doesn't have a UK bank account?**

Payment is made straight into a UK bank or building society. If the customer does not have a UK account and cannot open one to receive payment of Health in Pregnancy Grant they should contact the helpline on 0845 366 7885 if they are within the UK or +44 2920501178 if they are overseas.

If the customer tells us on the claim form that they do not have a bank account they can use, they will be contacted by the HMRC. This will result in a delay in payment

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**What happens if the pregnant woman does not have a National Insurance number or can't find their National Insurance number?**

The law says that the customer must provide a valid National Insurance number (NiNO) or that they have provided the necessary evidence in order for a NiNO to be issued, before Health in Pregnancy Grant can be paid. However, a pregnant woman should not delay in sending in the form even if she can't find the number. HMRC will contact the customer if a NiNO can't be traced

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**What if the pregnant woman is under age 16?**

Customers under the age of 16 do not usually need to have a National Insurance number to receive Health in Pregnancy Grant.

There is no minimum age to claim Health in Pregnancy Grant. Customers under age 16 should complete their own claim forms unless they are physically or mentally unable to claim themselves.

A parent of the pregnant woman **should not** claim on their daughters behalf just because they are under age 16.

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**Does a pregnant woman who has recently come from abroad need to know any additional information?**

No. If a pregnant woman does not know their immigration status, they should contact the helpline on 0845 366 7885 from the UK or +44 2920501178 if they are overseas.

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**Do pregnant women need to complete all the questions on the claim form, even if they don't seem to apply to them?**

Yes, if questions are not answered, payment might be delayed as HMRC may need to contact the customer to obtain the missing information.

Only the section headed 'Expectant mother unable to claim' will be left blank in most cases as this part is only to be completed where an appointee is claiming on behalf of the customer.

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**What happens if someone else (an appointee) wants to claim on behalf of the pregnant woman?**

Only a legally appointed representative can apply on behalf of a pregnant woman.

An appointee is a person acting on a customer's behalf if the customer is incapable of managing their own affairs and who has been formally registered as an appointee at a Department for Works and Pensions (DWP) office

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**Does anything need to be sent with the claim form?**

No. HMRC will not usually require any additional information to be sent with the claim

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**How long will it take before a decision is made on the claim?**

Once we receive a fully completed claim form we aim to give a decision in three weeks in most cases.

Eligible pregnant women (whose expected delivery date is on or after 6<sup>th</sup> April 2009) sending claims before April 2009 should expect a delay in payment as payments can not be processed until the legislation commences on 6<sup>th</sup> April 2009.

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**When will payment be made?**

Payment will be made within seven days of the date of the letter telling the customer of the award of Health in Pregnancy Grant.

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**If the pregnant woman damages or loses their claim form can they ask for another one?**

Yes. Providing the expected date of delivery is still a future date the original claim form if damaged should be destroyed. The health professional should complete a new declaration. If that is not practicable the original claim form should be sent in.

See the section how to obtain a claim form

If the expected date of delivery is a past date or the baby has already been born it is not possible for a further declaration to be signed. If the original claim is sent to us it may be disallowed.

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**If the pregnant woman has kept the claim form for more than 31 days should they send it in late or ask for another form?**

Providing the expected date of delivery is still a future date the original claim form should be destroyed and the health professional should complete a new declaration. If that is not practicable the original claim form should be sent in

If the expected date of delivery is a past date or the baby has already been born it is not possible for a further declaration to be signed. If the original claim is sent to us it may be disallowed.

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**Can more than one claim form be enclosed in the reply envelope for posting to HM Revenue & Customs?**

We prefer not to have more than one claim form in each envelope as this may delay payment because the claims may then be unable to be read by a machine.

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