

## Roads & Transportation Services

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Phone or Email us at:

03451 550066

Concessionary.travel@fife.gov.uk

Your Ref:

Our Ref: NCT002 cert

Date as Postmarked

Dear Customer

### **National Entitlement Card (NEC) - Concessionary Travel- Mental Health**

If you are resident in Fife and wish to apply for concessionary travel on the grounds of having a Mental Health Condition, please have the enclosed NCT002 certificate completed and signed by a qualified professional as stated on the certificate.

**(Please note, this should NOT be your GP unless your support & treatment has been referred to your GP by Mental Health Services. Your GP will need to confirm this).**

The certificate should be stamped with a Health Board or Official stamp.

Completed certificates should be returned to:

**Fife Council  
Customer Services Travel Team  
1st Floor West  
Fife House  
North Street  
Glenrothes KY7 5LT**

Yours sincerely

*Customer Service Travel Team*

Customer Services Travel Team  
Fife Council  
Fife House, 1<sup>st</sup> Floor West  
North Street, Glenrothes, KY7 5LH

**CAN ONLY BE COMPLETED BY AN AUTHORISED SIGNATORY.**  
**THE APPLICANT MUST MEET ALL OF THE CRITERIA BELOW.**  
**PLEASE REFER TO GUIDANCE NOTE FOR FURTHER INFORMATION**



**SCOTLAND-WIDE FREE BUS TRAVEL  
CERTIFICATE OF ELIGIBILITY – MENTAL HEALTH  
NCT002 CERTIFICATE**

Mental Health (for the purpose of the concessionary travel scheme) covers mental illness, personality disorder. An applicant will qualify provided they meet criterion 1 and 2 below and are attending a recognised NHS/Local Authority funded establishment as part of an ongoing care, treatment or rehabilitation programme.

**An authorised signatory for the purpose of this category is: Psychiatrist, Community Psychiatric Nurse, Mental Health Nurse, Mental Health Officer, Clinical Psychologist, Community Learning Disability Nurse, Educational Head Teacher of a SEN School, Occupational Therapist, Social Worker who specialises in mental health care and treatment, Support Service/Day Service Manager who specialises in mental health care and treatment.**

<b>APPLICANT'S NAME:</b> _____	<b>DATE OF BIRTH:</b> _____
<b>ADDRESS:</b> _____ _____	<b>POSTCODE:</b> _____
<b>APPLICANT'S SIGNATURE:</b> _____	<b>DATE:</b> _____

**Questions 1 to 4 must be answered by the authorised signatory**

- 1) Has the applicant had a diagnosis of and is receiving treatment for a mental health condition in terms of the Mental Health (Care and Treatment) Scotland Act 2003, which has persisted for more than a year?  
Yes  No
  
- 2) Does their condition mean that they need to travel regularly to keep health or social care appointments or participate in ongoing activities as part of a treatment, care, rehabilitation programme?  
Yes  No
  
- 3) Is the applicant attending a rehabilitation programme for alcohol or drug dependence as part of a treatment programme under the Mental Health (Care and Treatment) Scotland Act 2003? **Please see overleaf**  
Yes  No
  
- 4) How long do you envisage the applicant attending \_\_\_\_\_ **years** \_\_\_\_\_ **months** (maximum of 3 years)  
(This will determine the validity of their entitlement to free bus travel)

**AUTHORISED SIGNATORY ONLY:**

Signature: \_\_\_\_\_ Please print name \_\_\_\_\_  
Job title \_\_\_\_\_ Organisation \_\_\_\_\_  
Date \_\_\_\_\_ Contact number \_\_\_\_\_ Email \_\_\_\_\_

Customer Services Travel Team  
Fife Council  
Fife House, 1<sup>st</sup> Floor West  
North Street, Glenrothes, KY7 5LH

Health Board or Official stamp
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**SCOTLAND-WIDE FREE BUS TRAVEL**

**CERTIFICATE OF ELIGIBILITY – MENTAL HEALTH**

**GUIDANCE NOTES FOR AUTHORISER**

**GUIDANCE FOR LOCAL AUTHORITIES/SPT ON LENGTH OF ENTITLEMENT**

- The award length of entitlement will align with the information confirmed on page one by the authorised signatory on the length of time the applicant is expected to attend a treatment programme
- 6-month entitlement will be provided if you have confirmed on page one that the applicant is attending a rehabilitation programme purely for alcohol or drug dependence

Free bus travel under the mental health category of eligibility is available to anyone who meets certain criteria. The purpose is to encourage those eligible to attend required medical appointments as part of a regular and ongoing treatment programme at a recognised NHS or Local Authority establishment.

The certificate of eligibility should be signed with the job title of the authorised signatory inserted alongside the official stamp of the organisation. By completing the certificate, you are confirming the following

- You are an authorised signatory of an organisation approved for this purpose by the Local Authority or SPT (if you are within the Strathclyde area). If your organisation has not been approved, please contact your Local Authority/SPT with information about your organisation and the services it provides to its users, including the name(s) and job title of those who will act as the authorised signatory
- The applicant has had a relevant diagnosis and is receiving treatment for a mental health condition in terms of the Mental Health (Care and Treatment) Scotland Act 2003.
- The applicant is resident in Scotland, aged 5 or over and their condition means they need to travel in order to keep health or social care appointments as part of a treatment, care or rehabilitation programme. If they fail to meet these criteria, even if covered in terms of the Mental Health (Care and Treatment) Scotland Act 2003, they are not eligible.

Please note that a person is NOT mentally disordered by reason ONLY of;

- Dependence on or of use of drugs or alcohol
- Behaviour that causes or is likely to cause harassment, alarm or distress to any other person or acting as no prudent person would act.

An eligible person is defined in the regulations as someone whose ability to travel is impaired by a mental disorder within the meaning of section 328 of the Mental Health (Care and Treatment) (Scotland) Act 2003 which has persisted for more than a year and who are required to travel to keep health or social care appointments or participate in activities as part of a treatment, care or rehabilitation programme.

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