



UC27 Calculation of payments

Module aim and objectives

This module aims give you the skills and knowledge to make sure a claimant's entitlement to Universal Credit is correct by using autocalc or making a manual calculation.

By the end of this module, with the aid of any reference material, you will be able to correctly:

- list to-dos that will stop a payment being calculated automatically
- explain the action to take when autocalc is correct
- explain the action to take to reject an autocalc
- explain how to complete a manual calculation
- describe how to action the Make a payment to-do

Introduction

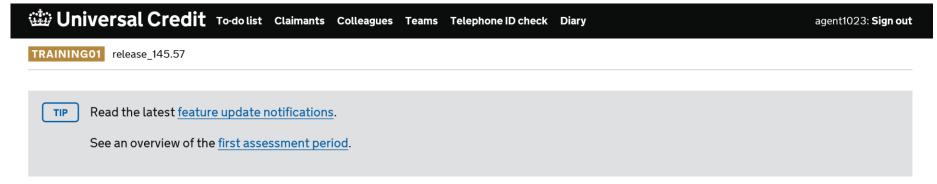
Autocalc

 The automatic calculation of entitlement to Universal Credit.

Autopay

 The automatic payment of Universal credit without the need for agent action.

Agent homepage overview



Cases to progress

View recent activity (2)

Other actions



Payment blocker to-dos

- check CIS
- commitment
- reduce student income
- update CIS
- verify bank account
- verify ID
- check existing benefit
- verify self-employment
- calculate deduction

- HRT
- check other benefit
- report other income
- change of circumstances
- self-reported earnings
- report student education
- verify capital
- refer to a decision maker
- awaiting outcome from a decision maker

The Check automated calculation to-do is generated by the service

You will need to either approve or reject the calculation.

In-depth check

You are not required to do an in-depth check, you should accept the autocalc unless any of the following apply;

calculation has resulted in a minus figure

it is an arrears calculation only

the award contains non-standard housing, shared ownership or support for mortgage interest

Manual calculations

The service is not currently able to automatically calculate the payment where there is:

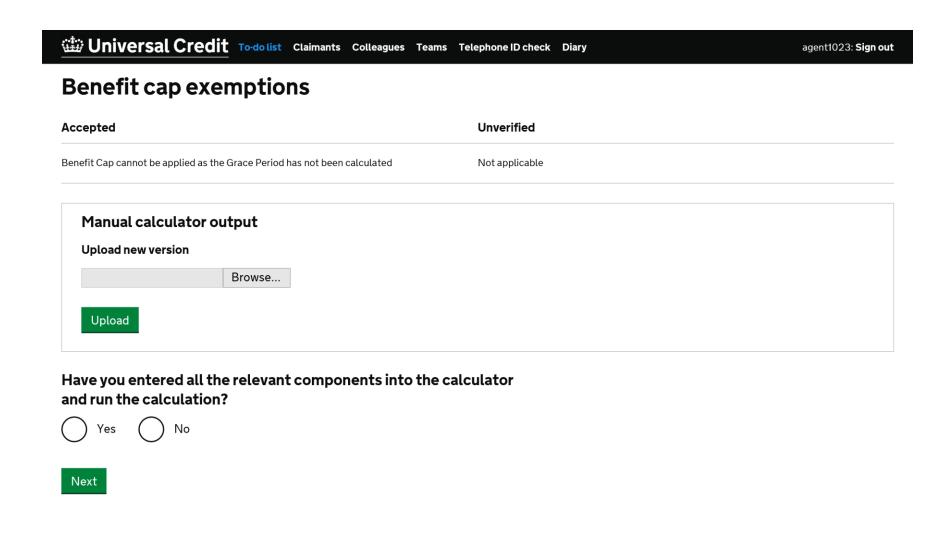
housing with shared ownership

non-standard housing

an arrears calculation only

A minus figure showing in the calculation

Manual calculator upload



Make a payment to-do

Make a payment

Claimant contact details

Name: Griselda OBrien-Bangor

Phone (preferred): Call Griselda OBrien-Bangor

Email: GriseldaOBrien@pretend.com

Claim status: Declared

Claim details

Name Griselda OBrien-Bangor

Date of claim 05/04/2016

Assessment period 13/03/2016 to 12/04/2016

Payment Details

Date payment should reach claimant 19/04/2016

Payment amount £312.82

Assessment period that payment covers 13/03/2016 to 12/04/2016

Module summary

In this module you have learned about:

- the to-dos that will stop a payment being calculated automatically
- the action to take when autocalc is correct
- the action to take to reject an autocalc
- how to complete a manual calculation
- how to action the Make a payment to-do