



CONCESSIONARY TRAVEL PASS INFORMATION (Greater Glasgow area)

To receive your travel pass, you must take the following documentation to your local social work office where your application will be processed:

- Completed Travel Pass application form NCT001(available from Travel Centres, your local social work office)
- 2 Passport Photographs (taken in the last year). Print your name and travel pass application number on the back.
- Proof of Address (utility bill, bank statement, television licence, benefits award letter). For those under 17, a child benefit letter or a letter from the school confirming the child's address.
- Proof of eligibility - there are a number of ways you can show proof of eligibility. Please see below to find out which is relevant for you.

PROOF OF ELIGIBILITY

1. Are you aged between 5 and 17?

Yes ➤ A letter from your GP stating that you would be refused a driving licence for medical reasons if you were old enough to drive.

No ➤ *Please go to section 2*

2. Are you currently registered with a GP or do you attend an epilepsy specialist clinic?

Yes ➤ Send Form NCT003 and a stamped addressed envelope to your GP's surgery or your epilepsy clinic to be signed and stamped by your GP, Epilepsy Consultant or Epilepsy Specialist Nurse. The completed, stamped and signed form is proof of eligibility.

No ➤ *Please go to section 3*

3. Do you receive DLA care component at high or middle rate or mobility component at higher rate? (If you receive Attendance Allowance you would get a bus pass anyway for being over 60).

Yes ➤ Award letter (dated within the last year) is used as proof of eligibility, and can also be used as proof of address. If you need a new award letter, phone 08457 123456 to request a new one.

No ➤ *Please go to section 4*

4. Have you been seizure free for one year (whilst awake), or for three years or more, have you had a pattern of only having seizures occurring when asleep?

Yes ➤ Unfortunately, you are not eligible for a travel pass at present, (as technically you would be

See over/...

eligible to apply for a driving licence). In the future, should you receive any of benefits stated in section 3, or your seizure pattern changes, you should reapply this checklist

No ➤ **Please go to section 5**

5. Do you hold a Driving Licence, either Full or Provisional?

Yes ➤ You must have your Driving Licence revoked by the DVLA on medical grounds. To do this, you will need to complete a medical questionnaire (EP1 form), which can be obtained from Epilepsy Connections or downloaded from the DVLA website http://www.direct.gov.uk/en/Motoring/DriverLicensing/MedicalRulesForDrivers/DG_10010623 You can either send your Driving Licence in with the Form EP1 or wait until requested to do so by the DVLA. Once the DVLA receive the Form EP1 they will contact your GP to obtain more information regarding your epilepsy. If you have had a seizure within the last year, the DVLA will then write a letter to you advising that your Driving Licence has been revoked and requesting that you return it (if you have not already done so). The letter you receive from the DVLA confirming that your licence has been revoked can then be used as *proof of eligibility*.

No ➤ **Please go to section 6**

6. You must make a full application to the DVLA for a Driving Licence and be refused on medical grounds. You will receive a letter from the DVLA confirming their refusal. This letter can be used as *proof of eligibility*. To apply for a driver's licence you must:

- Obtain and complete form D1 available from post offices
- Obtain and complete an EP1 form, available from the DVLA website, or Epilepsy Connections' office
- Get a cheque or postal order for £50 payable to DVLA (should this be cashed, this will be refunded at a later date)
- Get passport photographs which can later be used for your travel pass application
- Provide proof of identity -e.g. passport or birth certificate. If you do not want to post these, they can be checked at your local DVLA office or post office.

These should then be sent to the Drivers Medical Group, DVLA, Swansea, SA99 1TU.



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