GUIDELINES FOR OBTAINING PARENT CAREGIVER STATUS

Parents who wish to obtain parent caregiver status may submit their application in two ways:

1. In person at the Centre for Social Work

The application may be submitted in person by visiting the competent Centre for Social Work according to the applicant's place of residence.

At the Centre for Social Work, the parent will receive all necessary information and assistance regarding the submission of the application and the exercise of their rights.

2. Online – through the eUprava portal

The application may also be submitted electronically through the eUprava portal by completing the electronic application form for exercising the relevant right.

For electronic submission, the parent must have the ability to use electronic identification, i.e. a qualified electronic certificate for accessing and signing the application.

WHO CAN OBTAIN PARENT CAREGIVER STATUS?

Parent caregiver status may be obtained by a parent who meets the conditions prescribed by law.

In order to obtain this status, the parent must:

- be the parent of a child who has been granted the right to an increased allowance for assistance and care by another person;
- be a citizen of the Republic of Serbia;
- have a registered permanent residence at the same address as the child;
- live with the child in the same household and provide direct care for the child;
- be of legal age but not older than 65;
- not have been deprived of legal capacity;
- not have been deprived of parental rights;
- have no criminal convictions and have no criminal proceedings pending against them;
- not be employed or otherwise engaged in work on any basis (not employed under a temporary or occasional work contract, not engaged under a supplementary work contract, not registered as an entrepreneur, and not engaged in any professional or self-employed activity);
- not be a pension beneficiary;

- have a child who receives the increased allowance for assistance and care by another person;
- provide daily care and personal assistance to the child, i.e. the child must not be placed in a social welfare institution or with a foster family.

WHAT DOCUMENTS SHOULD THE PARENT PREPARE?

In order for the procedure to be completed as quickly as possible and without unnecessary delays, parents are advised to prepare the following documents in advance:

1. Decision on the increased allowance for assistance and care by another person

Prepare the most recent decision issued by the Centre for Social Work confirming that the child has been granted the right to the increased allowance for assistance and care by another person.

2. Court certificate confirming legal capacity

Obtain, from the competent court according to the parent's place of residence, a certificate confirming that the parent has not been deprived of legal capacity.

3. Court certificate concerning parental rights

Obtain, from the competent court according to the parent's place of residence, a certificate confirming that the parent has not been deprived of parental rights.

4. Certificate confirming that no criminal proceedings are pending

Obtain, from the competent court, a certificate confirming that no criminal proceedings are pending against the parent.

5. Ministry of Interior (MUP) certificate of no criminal convictions and proof of residence

At the competent organizational unit of the Ministry of Interior (MUP), obtain:

- a certificate confirming that the parent has no criminal convictions;
- a certificate of the child's registered residence.

If the child/person is an adult, a copy of the child's/person's electronically read identity card may also be submitted.

An electronically read copy of the parent's identity card is also required.

6. Certificate of citizenship

Obtain from the competent municipal/local administration:

- a certificate of the parent's citizenship;
- an extract from the parent's birth register;
- an extract from the child's birth register.

7. Certificate confirming that the parent is not employed and is not a pension beneficiary

Obtain, from the competent branch office of the Republic Pension and Disability Insurance Fund, a certificate confirming that the parent:

- is not employed;
- is not a pension beneficiary;
- is not registered for compulsory insurance.

8. Other documentation

- Photocopy of the payment card.
- Application for exercising the right, which may be written in free form.

IMPORTANT – PREPARE THE DOCUMENTATION IN ADVANCE

Parents are advised to prepare the above documentation before submitting the application so that the procedure before the Centre for Social Work can be completed as quickly as possible.

Note: Fees are charged for obtaining certain documents from the courts and the Ministry of Interior (MUP).

If you decide to have the Centre for Social Work obtain the documentation officially on your behalf, please be prepared for the procedure to take longer.

For assistance and support in preparing the application, please contact the association to which the child belongs.