

# Access to the file on severely disabled persons

## Competent Department

- [Amt für Versorgung und Integration Bremen](#)

## Basic information

Every applicant, his legal representative or a person authorised by him or his legal representative is entitled to inspect the files.

## Requirements

If an authorised person wishes to inspect the file on severely disabled persons, a power of attorney must be submitted to the Office for Care and Integration Bremen.

## Procedure

In principle, the inspection of files takes place in the office building of the Bremen Office for Supply and Integration or in the branch office in Bremerhaven.

In exceptional cases, the file can also be sent to other authorities, etc.

In order to avoid inconveniences, we ask you to make an appointment in advance for matters concerning your severely disabled person (e.g. inspection of your severely disabled person's file), provided that no current application procedure is pending. Otherwise, a second visit is not excluded, as the files are stored in a central archive for organisational reasons.

## More information

If the applicant wishes copies from the file, a fee per copy must be paid (see also "Fees/ Costs"). An invoice will be issued and the corresponding amount will be transferred. After receipt of the amount, the copies will be made and sent to the applicant or his authorized representative.

## **What are the costs?**

The inspection of the files themselves is free of charge.

For requested photocopies a fee of Euro 0.75 per copy is to be paid.

Due to insignificance, amounts up to Euro 5.00 are not charged, i.e. up to 6 copies (6 x Euro 0.75 = Euro 4.50) are free of charge. As soon as this amount is exceeded, all copies must be paid for.