

PIP & Benefits Evidence Checklist

Use this checklist to gather the evidence that best supports a PIP or Universal Credit claim, Mandatory Reconsideration, or tribunal appeal. You don't need every item — the goal is to have enough evidence to back up your specific circumstances.

Medical evidence

- GP letter or summary of your condition(s)
- Specialist / consultant letters
- Hospital discharge summaries
- Diagnosis confirmation letter
- Current prescription list / repeat prescription printout
- Treatment plan or care plan
- Results of relevant tests or scans (if they help explain your condition's effects)

Care & support evidence

- Care plan from social services or a care agency
- Letter from a carer, support worker, or community psychiatric nurse (CPN)
- Occupational therapy assessment or report
- Details of any equipment or adaptations you use (e.g. grab rails, walking aids, perching stool)
- Statement from a family member or friend describing the help they provide

Daily living evidence

- Your completed symptom / daily living diary (2–4 weeks is ideal)
- Examples of a good day and a bad day, in your own words
- Details of how long tasks take you, and what happens if you push through pain or fatigue
- Any missed appointments, cancelled plans, or incidents caused by your condition

Work & financial evidence (where relevant)

- Fit notes / sick notes from your GP
- Details of workplace adjustments, if you're working
- Evidence of reduced hours or changed duties due to your condition

Appeal-specific evidence

- Copy of your original decision letter
- Copy of your PIP or Universal Credit assessment report (request this if you weren't sent it)
- Copy of your Mandatory Reconsideration Notice (MRN), if you're appealing to tribunal
- Any new evidence gathered since your original decision

- A clear written statement of which activities/descriptors you're disputing, and why
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Tip: you don't need to gather every item on this list before you claim or appeal — start with what you already have, and request the rest (like your assessment report or a GP letter) as early as possible, since some documents can take a few weeks to arrive.