



<i>Act/Regulations</i> <i>Supports for Persons with Disabilities Act Gen. Reg. 15</i>	Program	AccessAbility Supports	
	Subject	Support Needs Assessment	Policy # 1.3
Effective Date: March 26, 2019		Authorized by:	
Revised Date: November 1, 2021		Deputy Minister David Keedwell	

1.0 PURPOSE

1.1 To determine an applicant’s support needs as related to AccessAbility Supports (AAS) and Assured Income (AI).

2.0 DEFINITIONS

2.1 **Applicant:** a person with a disability by whom or on whose behalf an application is made for supports or Assured Income (AI).

2.2 **Applicant Contribution:** the monetary amount that an applicant is required to contribute to the cost of supports.

2.3 **Assured Income (AI):** a component of AccessAbility Supports (AAS) that provides monthly financial supports to eligible applicants with disabilities to use towards securing basic needs.

2.4 **Recipient:** a person who is provided AAS benefits and includes a person whose AAS benefits, or AI has been suspended but not cancelled.

2.5 **Supports:** goods, services or funds to assist a person with a disability to alleviate restrictions in the person’s ability to function in the person’s home, the community or a workplace that are attributable to the person’s disability.

2.6 **Supports Coordinator:** a staff member that provides direction and case management support in delivering a range of social benefits and services to applicants eligible for AAS.

2.7 **Support Needs Assessment (SNA):** a systematic process for determining an applicant’s potential disability support needs and AI.

3.0 POLICY STATEMENTS

3.1 For the purposes of this policy use of the word applicant is inclusive of recipient.

- 3.2 The program parameters of AAS may not always provide for all the unmet disability related needs of the applicant and/or their representative.
- 3.3 AAS are intended to provide disability related supports to address unmet disability needs.
- 3.4 AAS are not intended to delay, prevent, replace, or to serve as an alternative to existing government and/or community services.
- 3.5 AI benefits are intended to provide financial resources to meet an applicant's basic needs. Please refer to AAS policy section 3, Assured Income Policies, for policies and procedures specific to AI, including a full AI description.
- 3.6 AAS requires a SNA to be completed upon application and at minimum once every 12 months as part of the applicant's annual review or when a significant change in circumstances occurs.

4.0 PROCEDURE STATEMENTS

- 4.1 Supports Coordinators are responsible to complete a SNA with the applicant to identify support needs for disability specific supports and AI.
- 4.2 Supports Coordinators will assess an applicant's financial resources against financial eligibility criteria to determine if there is an applicant contribution. Please refer to policy 2.0 Applicant Contribution for a complete description.
- 4.3 Applicants requesting AI will be assessed by the Supports Coordinator against financial eligibility criteria for basic and special needs funding as per AAS policy section 3.
- 4.4 Where an applicant has open service, the Supports Coordinator will complete a SNA when a significant change in the applicant's circumstances occurs or at minimum once every 12 months as part of an applicant's annual review.

5.0 REFERENCES

- 5.1 AAS Policy Section 3 – Assured Income Policies
- 5.2 AAS Policy 2.0 – Applicant Contribution

6.0 ATTACHMENT

- 6.1 AAS Supports Categories

HISTORY:

November 1, 2021: Editorial, content, and format changes. Policy and procedure statements have been expanded.

AAS Supports Categories

Category	Description
Assured Income	Funding to provide the applicant with the necessities (i.e. food, clothing, shelter).
Caregiver Supports	Supports for applicants with disabilities to assist the family or caregiver to support the applicant.
Community Supports	<p>Supports and services to promote inclusion in the community, to assist with participation in the community, and to develop personal competence to access community services and supports.</p> <p>Community Supports also includes employment focused services to assist applicants who are experiencing disabilities in preparing for, obtaining, and maintaining meaningful employment.</p>
Housing Supports	<p>Supports for applicants with disabilities, such as residential supports, home modifications, and vehicle modifications, to support the applicant to live with independence.</p> <p>Residential Supports include supervised housing in a community-based setting and are provided by non-government organizations that have entered into a contract with the Department.</p>
Personal Supports	<p>Supports directly related to the applicant's disability needs and goals that enable the applicant to remain living at home with family or to live independently with support.</p> <p>Personal supports also includes technical aids and assistive devices.</p>
Non-funded Supports	Supports and services that applicants may benefit from through AAS, community, or other agencies that do not require AAS funding.