



	Program	AccessAbility Supports	
	Subject	Support Needs Assessment	Policy # 1.3
Effective Date: March 26, 2019		Authorized by:	
Revised Date:		Deputy Minister Mark Spidel	

1.0 PURPOSE

1.1 To identify an applicant’s eligibility, strengths, and support needs as related to AccessAbility Supports (AAS).

2.0 DEFINITIONS

- 2.1 **Applicant:** a person who applies for AAS, on whose behalf an application is made, or a person who receives AAS.
- 2.2 **Assured Income:** a component of AAS that provides monthly financial supports to eligible applicants with disabilities to use towards securing their basic needs.
- 2.3 **Capability Assessment:** a systematic process for determining strengths and identifying potential support needs for applicants with a disability.
- 2.4 **Non-funded supports:** supports available through AAS that do not require funding.

3.0 POLICY STATEMENT

- 3.1 AAS are intended to provide disability related services to an eligible applicant for the purpose of addressing unmet disability needs.
- 3.2 AAS are not intended to prevent, delay, or to serve as an alternative to existing government/community services.
- 3.3 AAS requires verification of disability and income status of applicants on initial visit and periodically with changes of circumstance.

4.0 PROCEDURE STATEMENT

- 4.1 The AAS Coordinator will complete a Support Needs Assessment which may include navigating individuals and /or families to government or to other community services and supports;
 - The program parameters of AAS may not always provide for all the unmet disability related needs of the applicant and/or their representative;

- AAS Coordinators will inform and support applicants and families in obtaining supports needed, either through additional social supports or through use of other government and community services, resources, and funding.
- 4.2 AAS Coordinators will assist applicants and/or their representative to understand and differentiate between the applicants' needs versus entitlement.
- 4.3 Applicants applying for funded or non-funded disability specific supports must be willing to participate in a capability assessment as required.
- 4.4 Income and applicable assets are assessed against financial eligibility criteria, and may include, but are not limited to:
- Notice of Assessment from the Canada Revenue Agency;
 - Medical or health insurance coverage;
 - Earnings;
 - Available liquid assets;
 - Income from sources such as Worker's Compensation Benefits, Veteran Affairs, and disability pensions, etc.;
 - Employer contributions.
- 4.5 Support plans will be created for each applicant ensuring that the supports complement the individual and/or family strengths and existing resources, and help to enable the individual to achieve full citizenship.
- 4.6 Spending allocations will be determined from reviewing the applicant's income and assets and from the results of the Capability Assessment. Applicants can use this funding to incorporate a variety of supports into their plan to best suit their needs. Categories of supports within AAS include:
- Community Supports – supports and services to promote inclusion in their community, to assist with participation in the community, and to develop personal competence to access community services and supports
 - Personal Supports – 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;
 - Caregiver Supports – supports for applicants with disabilities, to assist the family or caregiver to support the applicant;
 - Housing Supports – supports for applicants with disabilities, through residential supports, home modifications, and vehicle modifications to support the applicant to live with independence.
 - Employment/Vocational Supports – employment focused services to assist applicants who are experiencing disabilities in preparing for, obtaining and maintaining meaningful employment;
 - Assured Income – funding specific for providing the applicant with the basic necessities (ie. food, clothing, shelter).

- 4.7 The AAS Coordinator will update the Support Needs Assessment and the Collaborative Support Plan at the time of the yearly review and whenever significant changes in an applicant's circumstances occur.

HISTORY: