

## Autism Ontario Service Navigators

Tiffany MacDonald — Northumberland, Hastings, Prince Edward **1-800-472-7789 x 312**

Hayley Stolarchuk – Tyendinaga, Lennox & Addington, Frontenac, Leeds & Grenville

- Connect with them first – they will help with the rest.

- No charge. Funded by government; they do not provide clinical services

- Provide orientation, system navigation support, training sessions, individual direct support to apply for services. Help establish personal goals, consider how to spend Childhood Budget, help to find qualified providers in our area. Peer-to-peer specialists and parent support groups. Family fun events.

- Request services online or 1-800-472-7789

<https://www.autismontario.com/civCRM/profile/create?gid=131&reset=1>

- Family should get intake call within a few days.

## Ontario Autism Program

*On waitlist before April 1, 2019* – call Maltby Centre (613-546-8535) or CSBD (613-966-7413). Maltby is point of access for them. Maltby Centre is supposed to help with application / deadlines.

**\*\* Make sure Maltby has updated address\*\***

- this waitlist to be cleared first - within next 18 months

*New families after April 1<sup>st</sup>* –

- Register. Call Ministry CCSS 1-888-444-4530; Email: [oap@ontario.ca](mailto:oap@ontario.ca)
- Wait for letter of invitation to apply for Childhood Budget
- Date on the letter = date of renewal / start of funding. Must be renewed annually by this date.
- OAP Reference Number on letter is key to all services
- Only have 90 days after letter to complete application (without errors). If miss deadline, need to wait until next year. (Maybe could make case for why missed deadline by calling Ministry)
- Legal guardian can apply, including main custodial parent, CAS and 16-17 year old youth
- **Two most important things until 18: Renewal Date and OAP Reference Number**

## Application for Childhood Budget

- Need to apply using online application (don't print off – only get 4 of 9 pages). Can get paper form from OAP directly.

<http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/FormDetail?OpenForm&ACT=RD&TAB=PROFILE&SRCH=&ENV=WWE&TIT=006-3256&NO=006-3256E>

- Need to attach picture of invitation letter by upload – must be clear and legible so can read OAP Reference Number.
- Complete funding agreement i.e. goals and plan for using the money
- Type name into 'signature' line
- Get confirmation and keep in records
- Will be asked if want money directly or can direct it to up to 3 agencies
  - o Direct funding benefits:
    - Recommended to open separate account when get money – easier tracking of how spent, how much left. If e-transfer payments there will be a record
    - Have full control over funding
    - Can change service provider if unhappy; Can use variety of service providers
    - \*Must be organized with invoices, do careful research about eligible services
  - o Funding directed to service providers:
    - Ask how much of money will be taken for administration (20% limit)
    - Can't get it back if unhappy

## Childhood Budget

- Will get cheque but don't spend until get authorization letter or won't be reimbursed.
- No back payment for money spent before authorized.
- Must be renewed before spend money each year or will not be reimbursed.
- Eligible expenses:
  - o Evidence-based behavioural services with clinical supervision
  - o Additional autism supports –life skills, social skills
  - o SLP, OT, PT. Not nursing, dietician, massage
  - o Camp, respite – not parent or significant other. Can be grandparent or sibling over 18 years
  - o Family service planning and support – must be an agency (up to 10%)
  - o Travel to access eligible services - .40c/km up to 20% of budget
  - o Technology – once every 2 years. Get written letter of recommendation.
  - o Equipment / materials related to eligible services – Get written letter of recommendation.
  - o Safety equipment e.g. fence. Get written letter of recommendation and call to get approval before spending.
  - o Not covered – housing, indirect respite, special diets, incontinence, cancellation fees for missed or cancelled appointments.
- Will be made ineligible if money is misspent.
- Invoices must be submitted 30 days before renewal date.
- If not all spent yet, let know how will be used and send invoices by renewal date.
- If money is not all spent – budget will be reduce by that amount next year. Therefore spend as much as possible!
- If unable to spend because waiting for service – spend on something else so can get money for service again next year.
- Can upload receipts through email
- Keep receipts – could be audited up to 7 years.
- Keep letters of recommendation in file of documents