

## A.1: Eligibility

Unit: Disability Services	Effective date: April 26, 2023
Branch: Social Supports	Last updated: April 26, 2023
Policy number: A.1	Review date: April 26, 2025

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### Purpose

This policy describes the eligibility criteria for receiving services from Disability Services. It lays out the different eligibility criteria for applicants who are 18 years of age or younger, and for applicants who are 19 year of age or older and explains how workers assess these criteria.

### Policy

1. This policy does not apply to the Developmental Diagnostic and Support Clinic.
2. The applicant must meet the eligibility criteria for their age to be considered for services provided by Disability Services (DS).
3. DS worker must determine initial eligibility through review of documentation provided by the applicant or their guardian.
4. DS may request additional information to clarify the applicant's diagnosis and functional impairment status.

#### **Eligibility criteria for applicants who are 18 years of age or younger**

5. Applicant must be 18 years of age or younger.
6. Applicant must reside full-time in the Yukon.
7. Applicant must have a chronic developmental, physical, sensory, cognitive/intellectual, or neurological condition or impairment.
8. Applicant must experience a functional impairment that significantly impacts their daily life, for example, impacting the applicant's:
  - activities of daily living (ADL), such as hygiene, eating, dressing, toileting, or mobility;
  - instrumental activities of daily living (IADL) expressed by below age-appropriate skills in IADLs, such as basic communicating, accessing public transportation, preparing meal, doing chores, or managing money;
  - behaviour expressed by beyond age-appropriate supervision needs due wandering or elopement risk, aggression, or self-harm; and
  - cognitive/intellectual capacity expressed by below age-appropriate abilities, such as the ability to reason, make decisions, understand consequences of actions or decisions.

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### Assessing eligibility for applicants who are 18 years of age or younger – required documentation

9. Caregiver of applicants who are 18 years of age or younger must provide documentation in the form of a medical report or a letter from physician or allied health professional that speaks to a query of a disability.
  - Accepted documentation may include, but are not limited to a/an:
    - primary care provider's note;
    - Individualized Education Plan from the Department of Education; or
    - transition report from the Child Development Centre.
10. Caregivers or legal guardians of applicants 18 years of age or younger who are or become involved with Family and Children Services (FCS) must provide written consent to share information between FCS and DS for the purpose of service coordination.
  - DS social workers collaborate with FCS and provide case management support to children with disabilities.

### Eligibility criteria for applicants who are 19 years of age or older

11. Applicant must be 19 years of age or older.
12. Applicant must reside full-time in the Yukon.
13. Applicant must have been diagnosed before their 19<sup>th</sup> birthday with one of the following:
  - an intellectual disability; or
    - Applicants must have a chronic cognitive or intellectual impairment, which is defined by the *Diagnostic and Statistical Manual of Mental Disorders (DSM V)* as “a disorder with the onset during the developmental period that includes both intellectual and adaptive functioning deficits in conceptual, social, and practical domains”.
  - a developmental disability.
    - Applicants must have been diagnosed with a developmental disability, such as autism, cerebral palsy, down syndrome, fetal alcohol syndrome or spina bifida.

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14. Applicants must experience a functional impairment that significantly impacts their daily life, for example, impacting the applicant's:

- IADLs, such as basic communicating, accessing transportation, preparing meals, doing chores, or managing medication or finances;
- behaviour expressed by supervision needs due to risk of elopement, aggression or self-harm; or
- cognitive/intellectual capacity, such as lack of sufficient ability to reason, consider options, make decisions, and understand consequences of actions or decisions.

### **Assessing eligibility for applicants who are 19 years of age or older – required documentation**

15. Applicants who are 19 years of age or older must provide written documentation that speaks to an intellectual or developmental disability diagnosed before the age of 19. Such documentation must be in the form of a psychological assessment, medical report, letter from a physician or qualified assessor, or allied health professional.

- It may be more difficult to determine the original cause of some adult applicants' functional impairments. If a diagnosis is not available or cannot be substantiated by a formal report, DS may collaborate with the applicant to obtain and consider alternative documentation or evidence of a disability, such as school performance, medical history, social or developmental history, or other relevant information to determine eligibility.

16. Legal guardians of adult applicants must provide a copy of the guardianship order for the applicant's file.

### **Assessing eligibility – other factors**

17. DS will not provide duplicate services (such as respite funding) that are provided to clients through other legislated government programs.

18. DS will re-assess the client's needs annually to ensure services provided still meet the client's needs.

- Funding agreements will be adjusted annually accordingly.

## Definitions

**Allied health professionals:** A distinct group of professionals who are involved with the delivery of health or related services. Allied health professionals include occupational therapists,

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physiotherapists, speech language pathologists, dieticians, and respiratory therapists, among others.

**Applicant:** An individual with a disability who wishes to receive services from DS. A guardian may apply on behalf of an individual with a disability.

**Caregiver(s):** A person or persons who are the primary unpaid caretakers of the client and who reside in the same home as the client (clients under age 19 may reside part-time with both parents). They may or may not have legal guardianship over the client.

**Client:** An individual with a disability who receives services from Disability Services.

**Duplication of services:** A term that refers to a client or caregiver receiving the same service from two (or more) Government of Yukon-funded social service providers.


**Functional impairment:** These are difficulties related to a disability that substantially interfere with or limit carrying out major life activities.

**Guardian:** A person appointed by the Supreme Court of Yukon to make decisions on behalf of a person with a disability.

**Legislated program:** Programs or services governed by legislation, such as the *Child and Family Services Act* or *Health Act*. Acts prescribe specific requirements for services and programs to eligible clients.

### Authorities

- [Health Act](#) (Yukon)
- [Financial Administration Act](#) (Yukon)

APPROVED BY:		Director, Social Supports
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