



[date]

[name]

[address]

[address]

Dear [name]:

The Ministry of Social Development (MSD) and the Ministry of Children and Family Development (MCFD) appreciate the efforts of relatives to provide a safe and caring home for children, when their parents are unable to do so. The ministries have recently reviewed the eligibility of [name of child] for Child in Home of a Relative (CIHR) assistance.

The ministries provide assistance for CIHR when all eligibility criteria, under section 6 of the Employment and Assistance Regulation (as it existed on March 31, 2010), and the new Child in the Home of a Relative Program Transition Regulation, are met. The criteria require that:

- The child resides in the relative's home;
- The child's parent placed the child with the relative;
- The child's parent does not reside with the relative;
- MCFD determines there is no evidence of risk to the child in the home;
- The relative with whom the child resides has not entered into an agreement under section 8 of the *Child, Family and Community Service Act* in relation to the child; and
- The relative with whom the child resides, or the parent of the child, provides accurate and complete information from all persons aged 18 or over living in the home.

The ministries have determined that [name of child] is no longer eligible for CIHR assistance. MCFD has informed MSD that the child is not residing with the CIHR care provider. As a result, you will not receive any more cheques from MSD for CIHR assistance. Enclosed are separate letters for each child whose CIHR assistance has been discontinued.

If you have questions or concerns about MCFD's screening you may contact the MCFD After Hours at 1-800-663-9122. You may also wish to contact your local MCFD district office to discuss alternative voluntary support services. To contact your local MCFD district office, you can call Enquiry BC at [choose applicable telephone].

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The Ministry of Social Development operates under the authority of the *Employment and Assistance Act* and Regulation, and the *Employment and Assistance for Persons with Disabilities Act* and Regulation.

If dissatisfied with the ministries' decision to discontinue CIHR assistance, you or another person on behalf of the child has the right to request that the ministries reconsider their decision. To initiate this process, a Request for Reconsideration form must be submitted within 20 business days from the day you receive this letter. You can get this form, and all information that we considered to make this decision, from your local Employment and Assistance office, or by phoning 1-866-866-0800 or [office number]. We have enclosed the Reconsideration and Appeal brochure to give you more information about the reconsideration process.

If you meet the definition of a parent, which includes legal guardians and persons with legal custody, and all other eligibility criteria, you may apply for income assistance from MSD with the child as your dependent. Other supports may be available through MCFD. For more information or for help finding the phone number of your local MCFD office, please call 250-387-7027 in Victoria or toll-free, 1-877-387-7027, from anywhere in British Columbia.

Sincerely,

Ministry Worker

HSD3211 (11/08/30)

Enclosure(s)