IMPORTANT NOTE TO HEALTH PROFESSIONALS and APPLICANTS

The BC Ministry of Social Development and Poverty Reduction ("Ministry") has published an electronic version of the Persons with Disabilities (PWD) Application Form (HR2883) on its website at https://www2.gov.bc.ca/PWDApp. This provides applicants and health professionals an alternative method to access and fill out the form.

To receive provincial disability assistance, the person must be designated as PWD. Prior to applying for the PWD designation, the applicant should start an application for or be in receipt of income assistance with the Ministry. At the intake appointment, an eligibility assessment will be completed to determine if the applicant (and their family members, if applicable) meet residency, citizenship and identification requirements, as well as income and asset tests. More information on qualifying for financial assistance through the BCEA Program can be found at: https://myselfserve.gov.bc.ca/ or applicants can contact the Ministry of Social Development and Poverty Reduction at 1-866-866-0800.

Instructions:

1. **Before completing the PWD Application Form (HR2883), the applicant should start an application for or be in receipt of income assistance.** If they have not applied for or are not currently receiving income assistance, the applicant should contact the Ministry and complete an income assistance application (see section above).

2. **After completing the PWD Application Form**, return the form, along with any supporting documents, to the applicant for submission or submit it on the applicant's behalf:

   - Fax: 1-855-771-8785
   - Mail: Health Assistance
     Ministry of Social Development and Poverty Reduction
     PO BOX 9971 STN PROV GOVT
     VICTORIA, BC V8W 9R5

   Note: if either Section 2 (Medical Report) or Section 3 (Assessor Report) of the Application Form needs to be completed by another health/ prescribed professional, please contact the applicant to make specific arrangements.

3. **If the applicant is not able to attend your office in person** as part of the assessment and completion of the PWD Application Form, please attach a completed Certification of Authorization to Collect Information Form (HR4019) as an addendum (see next page).

BRITISH COLUMBIA | Ministry of Social Development and Poverty Reduction

Certification of Authorization to Collect Information - PWD

The personal information requested on this form is collected under the authority of and will be used for the purpose of administering the *Employment and Assistance Act* and the *Employment and Assistance for Persons with Disabilities Act*. The collection, use, and, disclosure of personal information is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Any questions regarding this form, please contact the Ministry of Social Development and Poverty Reduction at 1-866-866-0800.

Addendum to the Persons with Disabilities Application Form (HR2883)

Applicant Information

Last Name	First Name	Middle Name

Date of Birth (YYYY MMM DD)	Personal Health Number	Case Number (For Office use Only)

Purpose

The purpose of this form is to ensure the Ministry of Social Development and Poverty Reduction is authorized by the individual named above as the applicant, to collect personal information about them from a third party. This form should only be used when the applicant, or their legal representative*, cannot provide written authorization to the Ministry by physically or electronically signing section 1 of the Persons with Disabilities Application Form.

Certification

I, _____ certify that the following is true and complete:
(name of health professional)

- The above-named applicant has authorized me to initiate an application for the Persons with Disabilities designation on their behalf.
- I have reviewed the information contained in the Persons with Disabilities Application Form, and any associated attachments, with the applicant or their legal representative before submission.

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- I have received clear and express authorization from the applicant or their legal representative for the Ministry of Social Development and Poverty Reduction to collect from me, any health and other personal information about the applicant, as requested in the Persons with Disabilities Application Form, for the purpose of assisting the ministry to determine if they qualify for designation as a Person with Disabilities and for assistance under the *Employment and Assistance for Persons with Disabilities Act*.

Signature	Date Signed (YYYY MMM DD)

Health Profession		
Telephone Number	**Fax Number**	**Email Address**
Practitioner / College Registration Number	**Print/Stamp Address**	

* If the Applicant does not have the necessary capacity to provide the authorization described above, it may be provided by a person who has legal authority to act on behalf of the Applicant under section 3 or 4, as applicable, of the Freedom of Information and Protection of Privacy Regulation. A guardian may act for an Applicant who is a minor if the authority to make the application described in this document and provide the authorization set out above are within the scope of the guardian's duties or powers. A committee appointed under the Patients Property Act, a person acting under a power of attorney, a litigation guardian or a representative acting under a representation agreement, as defined in the Representation Agreement Act, may act for an Applicant who is an adult if the authority to make the application described in this document and provide the authorization set out above are within the scope of that person's duties or powers.

If another person is acting on behalf of the Applicant, you must attach proof of that legal authority to this Form.

The required proof is a document or documents establishing that the person acting on behalf of the Applicant is:

(a) a Committee appointed under the Patients Property Act;
(b) acting under a Power of Attorney;
(c) a Litigation Guardian;
(d) a Representative acting under a Representation Agreement as defined in the Representation Agreement Act, or
(e) if the Applicant is a minor, a Guardian of the Applicant who is acting within the scope of their duties or powers.

BRITISH COLUMBIA
Ministry of Social Development and Poverty Reduction

Persons with Disabilities Designation Application Introduction

The personal information requested on this form is collected and used by the Ministry of Social Development and Poverty Reduction pursuant to sections 26(c) and 32(b) of the *Freedom of Information and Protection of Privacy Act* for the purpose of administering the *Employment and Assistance for Persons with Disabilities Act*. If you have any questions about the collection or use of this information, please contact the Ministry of Social Development and Poverty Reduction at 1-866-866-0800.

The purpose of this form is to collect the information necessary to determine eligibility for the Person with Disabilities designation under the *Employment and Assistance for Persons with Disabilities Act.*

This Application has three Sections:

Section 1: **Applicant Information** (for completion by the Applicant) - The term "Applicant" used throughout the form means a person who is applying for the Person with Disabilities designation.

Section 2: **Medical Report** (for completion by the Applicant's Physician or Nurse Practitioner) - References to "Physician" in this application have the same meaning as "Medical Practitioner".

Section 3: **Assessor Report** (for completion by a Prescribed Professional – see Appendix for list)

Instructions for Completion

1. The above sections of the Application Form need to be completed in the order listed.
2. The Applicant is to complete Section 1, Applicant Information, sign the Declaration, and take the form to their Physician or Nurse Practitioner for completion of the Medical Report.
3. The Applicant's Physician or Nurse Practitioner is to complete Section 2 - Medical Report, and return the Application Form to the Applicant.
4. The Applicant will then take the form to a Prescribed Professional (as defined in Section 3) for completion of Section 3, Assessor Report.
5. The Prescribed Professional is to complete Section 3, Assessor Report, and return the Application Form to the Applicant.
6. Additional information/comments may be attached to this application as needed.
7. Applicant - Please review the checklist on the next page to ensure your application is complete.
8. The Applicant will then mail the application to the Ministry of Social Development and Poverty Reduction.

Applicant Checklist

- ☐ Have you completed Section 1 – Applicant Information?
- ☐ Have you read and signed Section 1C – Declaration and Notification?
- ☐ Has Section 2 – Medical Report been completed and signed?
- ☐ Has Section 3 – Assessor Report been completed and signed?
- ☐ Did you keep a photocopy for your records?
- ☐ Did you remember to include any additional information you want considered?
- ☐ Has proof of legal authority to act on behalf of the Applicant been attached (if applicable)?
- ☐ Please mail your completed application to:

Health Assistance
Ministry of Social Development and Poverty Reduction
PO BOX 9971 STN PROV GOVT
VICTORIA, BC V8W 9R5

BRITISH COLUMBIA
Ministry of Social Development and Poverty Reduction

Persons with Disabilities Designation Application
Section 1 - Applicant Information

You may have someone help you complete this Section of the Application.

Important Note: You **MUST** sign the "Declaration" on page 4 of this form in order for your application to be processed.

A – Applicant Information			
Last Name	First Name	Middle Name	Date of Birth (YYYY MMM DD)
Social Insurance Number (optional)		Personal Health Number	Telephone Number
Street Address		City	Postal Code

Do you need help completing this application?

☐ Yes ☐ No If yes, what help do you need?

B – Disabling Condition

This section provides you with an opportunity to describe your disability and the impact it has on your life. You are not required to complete this section. If you do not complete this Section, your application will be considered based on information provided in Sections 2 and 3 of this Application.

☐ **I choose not to complete this self-report.** (Please proceed to Declaration on page 4)

Note - If more space is required, you may attach additional pages.

1. Please describe your disability:

B – Disabling Condition (continued)

B – Disabling Condition (continued)

2. How does your disability affect your life and your ability to take care of yourself?

C – Declaration and Notification

I, _____ , am applying for designation as a Person with Disabilities as set out in the *Employment and Assistance for Persons with Disabilities Act* and I declare that the information provided in Section 1A and 1B is true. I understand that the BC government may verify the information in Section 1A, Section 2 and Section 3, as necessary to determine my eligibility for the designation.

_____
*Applicant Signature

_____
Witness Signature

_____
Date Signed (YYYY MMM DD)

_____
Witness Name (Please print)

_____
Witness Address & Telephone

*If the Applicant does not have the necessary capacity to sign this Application, it may be signed by a person who has legal authority to act on behalf of the Applicant under section 3 or 4 of the Freedom of Information and Protection of Privacy Regulation. A guardian may act for a child if the authority to make the application described in this document and provide the declaration and acknowledgment set out above are within the scope of the guardian's duties or powers. A committee appointed under the *Patients Property Act*, a person acting under a power of attorney, a litigation guardian or a representative acting under a representation agreement, as defined in the *Representation Agreement Act* may act for an adult if the authority to make the application described in this document and provide the declaration and acknowledgement set out above are within the scope of that person's duties or powers.

My legal authority to act for the Applicant is _____

Note: Proof of Committee, Power of Attorney, Litigation Guardian, Representation Agreement, Representative or Guardian status must accompany this Application.

Persons with Disabilities Designation Application Section 2 - Medical Report

The personal information requested on this form is collected and used by the Ministry of Social Development and Poverty Reduction pursuant to sections 26(c) and 32(b) of the *Freedom of Information and Protection of Privacy Act* for the purpose of administering the *Employment and Assistance for Persons with Disabilities Act*. If you have any questions about the collection or use of this information, please contact the Ministry of Social Development and Poverty Reduction at 1-866-866-0800.

This section is to be filled out by a Physician registered and licensed to practice medicine in British Columbia or a Nurse Practitioner registered to practice in British Columbia. The individual completing this Section of the Application may also complete Section 3 – Assessor Report.

The purpose of the Medical Report is to provide information to the ministry about the Applicant's physical or mental impairments associated with diagnosed medical conditions relevant to this Application for a **Persons with Disabilities (PWD)** designation. The emphasis is on how the medical conditions and impairment affect the Applicant's ability to perform Daily Living Activities as defined in the Regulations pursuant to the *Employment and Assistance for Persons with Disabilities Act.*

This Application is not intended to assess employability or vocational abilities.

Please answer all questions completely as this will assist the Ministry of Social Development and Poverty Reduction, in determining whether the Applicant meets the criteria for designation as a Person with Disabilities.

The contents of this report are confidential, but are subject to the following conditions:

- the report will be shared with the Applicant;
- the report will be shared with the Prescribed Professional completing Section 3 of this Application;
- the report will be shared with the Employment and Assistance Appeal Tribunal if an appeal is initiated regarding eligibility for the PWD designation; and
- the report may be reviewed by a Prescribed Professional consulting with the Ministry of Social Development and Poverty Reduction.

Fee

Physicians: Fees for physicians completing this section are paid through the Medical Services Plan under fee code 96501. Payment will be made in accordance with the rate established by the Ministry of Social Development and Poverty Reduction provided that the Physician has fully completed Section 2 of the Application.

Nurse Practitioners: Nurse Practitioners completing this section, where service contract permits billing 3rd parties outside of 1680 deliverable hours, may submit an invoice in the amount of $130.00 to the Ministry of Social Development and Poverty Reduction at the following address (please use tear-off invoice on last page.)

Ministry of Social Development and Poverty Reduction
Accounts Payable
PO BOX 9441 STN PROV GOVT
VICTORIA BC V8W 9V4

Or by fax at 1-866-399-9350

Please keep a copy of the completed Section 2 of this form until such time as you receive payment for your fee. You may contact the Ministry of Social Development and Poverty Reduction at 1-888-221-7711 if you have questions regarding this application.

APPENDIX

PROGRAM DEFINITIONS

Designation of Persons with Disabilities (PWD)

Following is an extract of the section in the Employment and Assistance for Persons With Disabilities ACT that sets out the criteria for designation as a person with disabilities.

2 (1) In this section:
"prescribed professional" has the prescribed meaning;
"daily living activities" has the prescribed meaning;
"assistive device" means a device designed to enable a person to perform a daily living activity that, because of a severe mental or physical impairment, the person is unable to perform.

2(2) The minister may designate a person who has reached 18 years of age as a person with disabilities for the purposes of this Act if the minister is satisfied that the person is in a prescribed class of persons or that the person has a severe mental or physical IMPAIRMENT that
(a) in the opinion of a medical practitioner or nurse practitioner is likely to continue for at least 2 years, and
(b) in the opinion of a prescribed professional
(i) directly and significantly restricts the person's ability to perform DAILY LIVING ACTIVITIES either
(A) continuously, or
(B) periodically for extended periods, and
(ii) as a result of those restrictions, the person requires help to perform those activities.

2(3) For the purposes of subsection (2),
(a) a person who has a severe mental impairment includes a person with a mental disorder, and
(b) a person requires help in relation to a daily living activity if, in order to perform it, the person requires
(i) an assistive device,
(ii) the significant help or supervision of another person, or
(iii) the services of an assistance animal.

2(4) The minister may rescind a designation under subsection (2).

The following is an extract of a section in the Employment and Assistance for Persons with Disabilities REGULATIONS**.**

2(1) For the purposes of the Act and this regulation, **"daily living activities",**
(a) In relation to a person who has a severe physical impairment or a severe mental impairment, means the following activities:
(i) prepare own meals;
(ii) manage personal finances;
(iii) shop for personal needs;
(iv) use public or personal transportation facilities;
(v) perform housework to maintain the person's place of residence in acceptable sanitary condition;
(vi) move about indoors and outdoors;
(vii) perform personal hygiene and self care;
(viii) manage personal medication, and

(b) In relation to a person which has a severe mental impairment, includes the following activities:
(i) make decisions about personal activities, care or finances;
(ii) relate to, communicate or interact with others effectively.

PROGRAM DEFINITIONS

2 (2) For the purposes of the Act, **"prescribed professional"** means a person who is

(a) authorized under an enactment to practice the profession of

(i) medical practitioner,
(ii) registered psychologist,
(iii) registered nurse or registered psychiatric nurse,
(iv) occupational therapist,
(v) physical therapist,
(vi) social worker,
(vii) chiropractor, or
(viii) nurse practitioner; or

(b) acting in the course of the person's employment as a school psychologist by

(i) an authority, as that term is defined in section 1 (1) of the *Independent School Act*,
(ii) a board or a francophone education authority, as those terms are defined in section 1 (1) of the *School Act*, if qualifications in psychology are a condition of such employment.

Alternative grounds for designation under section 2 of the Act

2.1 The following classes of persons are prescribed for the purposes of section 2(2) of the Act:

(a) a person who is enrolled in Plan P (Palliative Care) under the Drug Plans Regulation;
(b) a person who has at any time been determined to be eligible to be the subject of payments made through the Ministry of Children and Family Development's At Home Program;
(c) a person who has at any time been determined by Community Living British Columbia to be eligible to receive community living support under the Community Living Authority Act;
(d) a person whose family has at any time been determined by Community Living British Columbia to be eligible to receive community living support under the Community Living Authority Act to assist them in caring for the person;
(e) a person who is considered to be disabled under section 42(2) of the Canada Pension Plan (Canada).

BRITISH COLUMBIA | Ministry of Social Development and Poverty Reduction

Persons with Disabilities Designation Application Section 2 - Medical Report

To be completed by the Applicant's Physician or Nurse Practitioner only

A – Applicant Information

Last Name	First Name	Date of Birth (YYYY MMM DD)	Personal Health Number

B – Diagnoses

Specify diagnoses related to the Applicant's impairment using the diagnostic codes on page 9.

"Impairment" is a loss or abnormality of psychological, anatomical or physiological structure or function causing a restriction in the ability to function independently, effectively, appropriately or for a reasonable duration.

Diagnostic Code	Specific Diagnosis (e.g. location of paralysis, type of respiratory or heart condition, type of hepatitis, etc.)	Date of onset if known	
		Month	Year

Comments - Please include additional information as required:

C – Health History

1. Please indicate the severity of the medical conditions relevant to this person's impairment. How does the medical condition impair this person? Test results and other reports or findings may be used here where appropriate.

2. Height and Weight (if relevant to the impairment):
   Height _____ Weight _____

Diagnostic Codes

Infectious and parasitic diseases
1.0 Other
1.1 HIV
1.2 AIDS
1.3 Hepatitis
1.4 Hepatitis C

Neoplasms
2.0 Neoplastic disorders - other
2.1 Lip, oral cavity & pharynx
2.2 Digestive organs & peritoneum
2.3 Respiratory & intrathoracic organs
2.4 Bone, connective tissue, skin and breast
2.5 Genitourinary organs
2.6 Leukemia

Endocrine, nutritional and metabolic diseases, and immunity disorders
3.0 Endocrine disorders - other
3.01 Immune disorders - other
3.02 Metabolic disorders - other
3.1 Thyroid disorders
3.2 Diabetes

Diseases of the blood and blood-forming organs
4.0 Other diseases of the blood
4.1 Anemia
4.2 Hemophilia

Mental disorders
5.0 Other mental (please specify)
5.1 Delirium, dementia & amnestic & other cognitive disorders
5.2 Schizophrenia & other Psychotic disorders
5.3 Mood disorders
5.4 Developmental disability
5.5 Anxiety disorders
5.6 Somatoform disorders
5.7 Personality disorders
5.8 Substance related disorders
5.9 Pervasive developmental disorders
5.10 Eating disorders

Diseases of the nervous system & sense organs - Neurological
6.0 Neurological disorders - other
6.1 Epilepsy
6.3 Brain tumors
6.4 Parkinson's disease
6.5 Cerebral palsy
6.6 Paraplegia
6.7 Quadriplegia
6.9 Other paralysis
6.10 Myasthenia Gravis
6.11 Muscular dystrophy
6.12 ALS
6.13 Alzheimer's disease
6.14 Huntington's Chorea
6.15 Friedreich's Ataxia
6.16 Multiple sclerosis

Conditions of the nervous system & sense organs - Sensory
7.00 Sensory disorders - other
7.01 Blindness
7.02 Visually impaired
7.03 Deafness
7.04 Hearing impaired
7.05 Organic speech loss

Diseases of the circulatory system
8.0 Cardiovascular - other
8.1 Ischemic heart disease
8.2 Recurrent Arrhythmias
8.3 Valvular heart disease
8.4 Congenital heart disease
8.5 Cardiomyopathy
8.6 Chronic venous insufficiency
8.7 Peripheral arterial disease
8.8 Cerebral vascular accident

Diseases of the respiratory system
9.0 Respiratory disorders - other
9.1 Cystic fibrosis
9.2 COPD
9.3 Asthma
9.4 Emphysema

Diseases of the digestive system
10.0 Digestive disorders - other
10.1 Peptic ulcer
10.2 Chronic liver disease
10.3 Cirrhosis
10.4 Crohn's disease
10.5 Colitis

Diseases of the genitourinary system
11.0 Genitourinary disorders - other
11.1 Kidney disease

Diseases of the skin and subcutaneous tissue
12.0 Skin disorders - other
12.1 Psoriasis

Diseases of the musculoskeletal system and connective tissue
13.0 Musculoskeletal system - other
13.1 Lupus
13.2 Rheumatoid arthritis
13.3 Arthritis
13.4 Osteoporosis
13.5 Ankylosing spondylitis
13.6 Degenerative disc disease
13.7 Scoliosis
13.8 Fibromyalgia
13.9 Scleroderma

Congenital anomalies
14.0 Congenital anomalies - other
14.1 Chromosomal abnormalities
14.2 Fetal alcohol syndrome
14.3 Thalidomide syndrome
14.4 Spina Bifida

Injury and poisoning
15.0 Injury and poisoning - other
15.1 Traumatic brain injury
15.2 Amputations

Other conditions
16.0 Other
16.1 Myalgic Encephalomyelitis
16.2 Sleep apnea
16.3 Environmental sensitivities

C – Health History (continued)

3. Has the Applicant been prescribed any medications and/or treatments that interfere with their ability to perform daily living activities? ☐ Yes ☐ No

   If yes, please explain:

   If yes, what is the anticipated duration of the medications and/or treatments:

4. Does the Applicant require any prostheses or aids for their impairment? ☐ Yes ☐ No

   If yes, please explain:

D – Degree and Course of Impairment

1. Is the impairment likely to continue for two years or more from today? ☐ Yes ☐ No

   What is the estimated duration of the impairment and are there remedial treatments that may resolve or minimize the impairment? Please explain:

E – Functional Skills

Note: For the purposes of questions #1 and #2, "unaided" means without the assistance of another person, assistive device or assistance animal.

1. How far can this person **walk unaided** on a flat surface?
   - ☐ 4+ blocks
   - ☐ 1 to 2 blocks
   - ☐ Unknown
   - ☐ 2 to 4 blocks
   - ☐ Less than 1 block
   - ☐ Not at all

2. How many **stairs** can this person **climb unaided**?
   - ☐ 5+ steps
   - ☐ 2 to 5 steps
   - ☐ None
   - ☐ Unknown

3. What are the person's limitations in **lifting**?
   - ☐ No limitations
   - ☐ 2 to 7 kg (5 to 15 lbs)
   - ☐ No lifting
   - ☐ 7 to 16 kg (15 to 35 lbs)
   - ☐ Under 2 kg (Under 5 lbs)
   - ☐ Unknown

4. How long can this person remain **seated**?
   - ☐ No limitation
   - ☐ 1 to 2 hours
   - ☐ Unknown
   - ☐ 2 to 3 hours
   - ☐ Less than 1 hour

5. Are there difficulties with **communication** (other than a lack of fluency in English?) ☐ Yes ☐ No
   If yes, what is the cause: ☐ Cognitive ☐ Motor ☐ Sensory ☐ Other

6. Are there any significant deficits with **cognitive and emotional function**?
   ☐ Yes ☐ No ☐ Unknown
   If yes, check those areas where the deficits are evident and provide details below:

   - ☐ Consciousness (orientation, confusion)
   - ☐ Executive (planning, organizing, sequencing, calculations, judgement)
   - ☐ Language (oral, auditory, written comprehension or expression)
   - ☐ Memory (ability to learn and recall information)
   - ☐ Perceptual psychomotor (visual spatial)
   - ☐ Psychotic symptoms (delusions, hallucinations, thought disorders)
   - ☐ Emotional disturbance (e.g. depression, anxiety)
   - ☐ Motivation (loss of initiative or interest)
   - ☐ Impulse control
   - ☐ Motor activity (goal oriented activity, agitation, repetitive behaviour)
   - ☐ Attention or sustained concentration
   - ☐ Other Specify _____

Functional Skills Comments (regarding questions 1 to 6 above)

F – Daily Living Activities

Note: If you are completing the Assessor Report – Section 3, in addition to this Medical Report, do not complete this page, (Part F).

Does the impairment directly restrict the person's ability to perform Daily Living Activities?

☐ Yes ☐ No ☐ Unknown If yes, please complete the following table:

Daily Living Activities	Is activity restricted? (check one) If yes, describe extent of restriction in "comments" below			If yes, the restriction is: (check one)	
	Yes	No	Unknown	Continuous[1]	Periodic [2]*
Personal self care	☐	☐	☐	☐	☐
Meal preparation	☐	☐	☐	☐	☐
Management of medications	☐	☐	☐	☐	☐
Basic housework	☐	☐	☐	☐	☐
Daily shopping	☐	☐	☐	☐	☐
Mobility inside the home	☐	☐	☐	☐	☐
Mobility outside the home	☐	☐	☐	☐	☐
Use of transportation	☐	☐	☐	☐	☐
Management of finances	☐	☐	☐	☐	☐
Social functioning** - daily decision making; interacting, relating and communicating with others (this category only applies for persons with an identified mental impairment or brain injury). **If yes, please provide details**	☐	☐	☐	☐	☐

* If "Periodic", please explain:

** If Social Functioning is impacted, please explain:

Please provide additional comments regarding the degree of restriction:

What assistance does your patient need with Daily Living Activities? *("Assistance" includes help from another person, equipment and assistance animals.)* Please be specific regarding the nature and extent of assistance required.

1 **Continuous assistance** - refers to needing significant help most or all of the time for an activity.

2 **Periodic assistance** - refers to the need for significant help for an activity some of the time as would be the case where a person required help due to the episodic nature of the impairment.

G – Additional Comments

Please provide any additional information that you consider relevant to an understanding of the significance of the person's medical condition, the nature and extent of this person's impairment and the impact these have on their daily functioning (e.g. hospitalization related to the impairment).

H – Frequency of Contact

How long has the Applicant been your patient? _____

Prior to today, how often have you seen the Applicant in the past 12 months?

☐ 0 ☐ Once ☐ 2-10 times ☐ 11 or more times

Comments:

I – Certification

I, _____

am a **Physician** registered with the College of Physicians and Surgeons of British Columbia and licensed to practice clinical medicine in BC.

☐ I am a General Practitioner

☐ I am a specialist in _____

Medical Practitioner Number _____

I, _____

am a **Nurse Practitioner** and am registered to practice with the BC College of Nurses and Midwives.

Registration Number _____

This report (and attached documents) contains my findings and considered opinion at this time.

Signature		Date Signed (YYYY MMM DD)
Telephone Number	Fax Number	Email Address (Optional)
Print/Stamp Address		

INTENTIONALLY BLANK

Persons with Disabilities Designation Application Section 3 - Assessor Report

This Assessor Report is to be completed by one of the following Prescribed Professionals: Medical Practitioner, Registered Psychologist, Certified School Psychologist, Registered Nurse or Registered Psychiatric Nurse, Occupational Therapist, Physical Therapist, Social Worker, Chiropractor or Nurse Practitioner.

The purpose of the Assessor Report is to document the Applicant's impairments and their impact on performance of Daily Living Activities as defined in the Regulations pursuant to the *Employment and Assistance for Persons With Disabilities Act*. **The Application is not intended to assess employability or vocational abilities.**

This section should be completed by a Prescribed Professional having a history of contact and recent experience with the Applicant. **Please complete this section based on your knowledge of the Applicant, observations, clinical data and experience.**

Please answer all questions completely as this will assist the Ministry of Social Development and Poverty Reduction, in determining whether the Applicant meets the criteria for designation as a Person with Disabilities.

The contents of this report are confidential, but are subject to the following conditions:

- the report will be shared with the Applicant;
- the report will be shared with the Physician or Nurse Practitioner completing Section 2 of this application;
- the report will be shared with the Employment and Assistance Appeal Tribunal if an appeal is initiated regarding eligibility for the Persons with Disabilities (PWD) designation; and
- the report may be reviewed by a Prescribed Professional consulting with the Ministry of Social Development and Poverty Reduction.

Fee

Physicians: Fees for physicians completing this section are paid through the Medical Services Plan under fee code 96502. Payment will be made in accordance with the rate established by the Ministry of Social Development and Poverty Reduction provided that the Physician has fully completed Section 3 of the Application.

Nurse Practitioners where service contract permits billing 3rd parties outside of 1680 deliverable hours, and other Prescribed Professionals, may submit an invoice in the amount of $75.00 to the Ministry of Social Development and Poverty Reduction at the following address (please use tear-off invoice on last page.)

Ministry of Social Development and Poverty Reduction
Accounts Payable
PO BOX 9441 STN PROV GOVT
VICTORIA BC V8W 9V4

Or by fax at 1-866-399-9350

Please keep a copy of the completed Section 3 of this form until such time as you receive payment for your fee. You may contact the Ministry of Social Development and Poverty Reduction at 1-888-221-7711 if you have questions regarding this application.

APPENDIX

PROGRAM DEFINITIONS

Designation of Persons with Disabilities (PWD)

Following is an extract of the section in the Employment and Assistance for Persons with Disabilities ACT that sets out the criteria for designation as a Person with Disabilities.

2 (1) In this section:
"prescribed professional" has the prescribed meaning;
"daily living activities" has the prescribed meaning;
"assistive device" means a device designed to enable a person to perform a daily living activity that, because of a severe mental or physical impairment, the person is unable to perform.

2(2) The minister may designate a person who has reached 18 years of age as a person with disabilities for the purposes of this Act if the minister is satisfied that the person is in a prescribed class of persons or that the person has a severe mental or physical IMPAIRMENT that
(a) in the opinion of a medical practitioner or nurse practitioner is likely to continue for at least 2 years, and
(b) in the opinion of a prescribed professional
(i) directly and significantly restricts the person's ability to perform DAILY LIVING ACTIVITIES either
(A) continuously, or
(B) periodically for extended periods, and
(ii) as a result of those restrictions, the person requires help to perform those activities.

2(3) For the purposes of subsection (2),
(a) a person who has a severe mental impairment includes a person with a mental disorder, and
(b) a person requires help in relation to a daily living activity if, in order to perform it, the person requires
(i) an assistive device,
(ii) the significant help or supervision of another person, or
(iii) the services of an assistance animal.

2(4) The minister may rescind a designation under subsection (2).

The following is an extract of a section in the Employment and Assistance for Persons with Disabilities REGULATIONS**.**

2(1) For the purposes of the Act and this regulation, **"daily living activities",**
(a) In relation to a person who has a severe physical impairment or a severe mental impairment, means the following activities:
(i) prepare own meals;
(ii) manage personal finances;
(iii) shop for personal needs;
(iv) use public or personal transportation facilities;
(v) perform housework to maintain the person's place of residence in acceptable sanitary condition;
(vi) move about indoors and outdoors;
(vii) perform personal hygiene and self care;
(viii) manage personal medication, and

(b) In relation to a person which has a severe mental impairment, includes the following activities:
(i) make decisions about personal activities, care or finances;
(ii) relate to, communicate or interact with others effectively.

PROGRAM DEFINITIONS

2 (2) For the purposes of the Act, **"prescribed professional"** means a person who is

(a) authorized under an enactment to practice the profession of

(i) medical practitioner,
(ii) registered psychologist,
(iii) registered nurse or registered psychiatric nurse,
(iv) occupational therapist,
(v) physical therapist,
(vi) social worker,
(vii) chiropractor, or
(viii) nurse practitioner; or

(b) acting in the course of the person's employment as a school psychologist by

(i) an authority, as that term is defined in section 1 (1) of the *Independent School Act*,
(ii) a board or a francophone education authority, as those terms are defined in section 1 (1) of the *School Act*, if qualifications in psychology are a condition of such employment.

Alternative grounds for designation under section 2 of the Act

2.1 The following classes of persons are prescribed for the purposes of section 2(2) of the Act:

(a) a person who is enrolled in Plan P (Palliative Care) under the Drug Plans Regulation;
(b) a person who has at any time been determined to be eligible to be the subject of payments made through the Ministry of Children and Family Development's At Home Program;
(c) a person who has at any time been determined by Community Living British Columbia to be eligible to receive community living support under the Community Living Authority Act;
(d) a person whose family has at any time been determined by Community Living British Columbia to be eligible to receive community living support under the Community Living Authority Act to assist them in caring for the person;
(e) a person who is considered to be disabled under section 42(2) of the Canada Pension Plan (Canada).

Persons with Disabilities Designation Application Section 3 - Assessor Report

A – Applicant Information

Last Name	First Name	Date of Birth (YYYY MMM DD)	Personal Health Number

B – Living Environment

1. Does the Applicant live ☐ Alone? ☐ With family, friends or caregiver? ☐ In a care facility?

Comments: _____

C – Mental or Physical Impairment

"Impairment" is a loss or abnormality of psychological, anatomical or physiological structure or functioning causing a restriction in the ability to function independently, effectively, appropriately or for a reasonable duration.

1. **What are the Applicant's mental or physical impairments that impact their ability to manage Daily Living Activities? (provide brief summary)**

2. **Ability to Communicate**

Please indicate the level of ability in the following areas:	Good	Satisfactory	Poor	Unable	Explain / Describe
Speaking	☐	☐	☐	☐	
Reading	☐	☐	☐	☐	
Writing	☐	☐	☐	☐	
Hearing	☐	☐	☐	☐	

3. **Mobility and Physical Ability**

Indicate the assistance required related to impairment(s) that directly restrict the applicant's ability to manage in the following areas. <u>Check all that apply.</u>	Independent	Periodic Assistance [1] from another person	Continuous assistance [2] from another person or unable	Uses Assistive device	Takes significantly longer than typical (describe how much longer)	Explain and specify assistive device(s)
Walking indoors	☐	☐	☐	☐	☐	
Walking outdoors	☐	☐	☐	☐	☐	
Climbing stairs	☐	☐	☐	☐	☐	
Standing	☐	☐	☐	☐	☐	
Lifting	☐	☐	☐	☐	☐	
Carrying and holding	☐	☐	☐	☐	☐	

1 **Periodic assistance** - refers to the need for significant help for an activity some of the time as would be the case where a person required help due to the episodic nature of the impairment.

2 **Continuous assistance** - refers to needing significant help most or all of the time for an activity.

C – Mental or Physical Impairment (continued)

4. **Cognitive and Emotional Functioning** - only complete this if the Applicant has an identified mental impairment, including brain injury

For each item indicate to what degree the Applicant's mental impairment or brain injury restricts or impacts their functioning. Provide details/comments below.

If impact is episodic or impact varies over time, please explain in the comment section below.	**Impact on Daily Functioning**			
	No impact	**Minimal impact**	**Moderate impact**	**Major impact**
Bodily functions (e.g. eating problems; toileting problems; poor hygiene; sleep disturbance)	☐	☐	☐	☐
Consciousness (e.g. orientation; alert/drowsy; confusion)	☐	☐	☐	☐
Emotion (e.g. excessive or inappropriate anxiety; depression, etc.)	☐	☐	☐	☐
Impulse control (e.g. inability to stop doing something or failing to resist doing something)	☐	☐	☐	☐
Insight and judgement (e.g. poor awareness of self and health condition(s); grandiosity; unsafe behaviour)	☐	☐	☐	☐
Attention/concentration (e.g. distractible; unable to maintain concentration; poor short term memory)	☐	☐	☐	☐
Executive (e.g. planning; organizing; sequencing; abstract thinking; problem-solving; calculations)	☐	☐	☐	☐
Memory (e.g. can learn new information, names, etc., and then recall that information; forgets over-learned facts)	☐	☐	☐	☐
Motivation (e.g. lack of initiative; loss of interest)	☐	☐	☐	☐
Motor activity (e.g. increased or decreased goal-oriented activity; co-ordination; lack of movement; agitation; ritualistic or repetitive actions; bizarre behaviours; extreme tension)	☐	☐	☐	☐
Language (e.g. expression or comprehension problems – e.g. inability to understand; extreme stuttering; mute; racing speech; disorganization of speech)	☐	☐	☐	☐
Psychotic symptoms (e.g. delusions, hallucinations, disorganized thinking, etc.)	☐	☐	☐	☐
Other neuropsychological problems (e.g. visual/spatial problems; psychomotor problems; learning disabilities; etc.)	☐	☐	☐	☐
Other emotional or mental problems (e.g. hostility)	☐	☐	☐	☐
Comments:				

D – Daily Living Activities

Indicate the assistance required related to impairment(s) that directly restrict the Applicant's ability to manage in the following areas. Check all that apply.	Independent	Periodic Assistance [3] from another person	Continuous assistance [4] from another person or unable	Uses Assistive device (Explain)	Takes significantly longer than typical (describe how much longer)	**Explain / Describe Include a description of the type and amount of assistance required**
Personal Care						
Dressing	☐	☐	☐	☐	☐	
Grooming	☐	☐	☐	☐	☐	
Bathing	☐	☐	☐	☐	☐	
Toileting	☐	☐	☐	☐	☐	
Feeding self	☐	☐	☐	☐	☐	
Regulating diet [5]	☐	☐	☐	☐	☐	
Transfers (in/out of bed)	☐	☐	☐	☐	☐	
Transfers (on/off chair)	☐	☐	☐	☐	☐	
Basic Housekeeping						
Laundry	☐	☐	☐	☐	☐	
Basic Housekeeping	☐	☐	☐	☐	☐	
Shopping						
Going to and from stores	☐	☐	☐	☐	☐	
Reading prices and labels	☐	☐	☐	☐	☐	
Making appropriate choices	☐	☐	☐	☐	☐	
Paying for purchases	☐	☐	☐	☐	☐	
Carrying purchases home	☐	☐	☐	☐	☐	

Additional comments (including a description of the type and amount of assistance required and identification of any **safety issues**):

[3] **Periodic assistance** - refers to the need for significant help for an activity some of the time as would be the case where a person required help due to the episodic nature of the impairment.

[4] **Continuous assistance** - refers to needing significant help most or all of the time for an activity.

[5] **Regulating diet -** for example, issues related to eating disorders characterized by major disturbances in eating behaviour.

D – Daily Living Activities (continued)

Indicate the assistance required related to impairment(s) that directly restrict the Applicant's ability to manage in the following areas. Check all that apply.	Independent	Periodic Assistance [3] from another person	Continuous assistance [4] from another person or unable	Uses Assistive device (Explain)	Takes significantly longer than typical (describe how much longer)	**Explain / Describe Include a description of the type and amount of assistance required**
Meals						
Meal planning	☐	☐	☐	☐	☐	
Food preparation	☐	☐	☐	☐	☐	
Cooking	☐	☐	☐	☐	☐	
Safe storage of food (ability, not environmental circumstances)	☐	☐	☐	☐	☐	
Pay Rent and Bills						
Banking	☐	☐	☐	☐	☐	
Budgeting	☐	☐	☐	☐	☐	
Pay rent and bills	☐	☐	☐	☐	☐	
Medications						
Filling/refilling prescriptions	☐	☐	☐	☐	☐	
Taking as directed	☐	☐	☐	☐	☐	
Safe handling and storage	☐	☐	☐	☐	☐	
Transportation						
Getting in and out of a vehicle	☐	☐	☐	☐	☐	
Using public transit (where available)	☐	☐	☐	☐	☐	
Using transit schedules and arranging transportation	☐	☐	☐	☐	☐	

Additional comments (including a description of the type and amount of assistance required and identification of any **safety issues**):

D – Daily Living Activities (continued)

Social Functioning – only complete this if the Applicant has an identified mental impairment, including brain injury.

Indicate the support/supervision required, as related to restrictions in the following areas:	Independent	Periodic Support / Supervision	Continuous Support / Supervision	**Explain / Describe** **Include a description of the degree and duration of support/supervision required**
Appropriate social decisions (incl. avoiding situations dangerous to self or others, good social judgement)	☐	☐	☐	
Able to develop and maintain relationships	☐	☐	☐	
Interacts appropriately with others (e.g. understands and responds to social cues; problem solves in social context)	☐	☐	☐	
Able to deal appropriately with unexpected demands	☐	☐	☐	
Able to secure assistance from others	☐	☐	☐	
Other (specify) _____	☐	☐	☐	

Describe how the mental impairment impacts the Applicant's relationship with their:

- **immediate social network (partner, family, friends)**

☐ good functioning - positive relationships: assertively contributes to these relationships

☐ marginal functioning - little significant participation/communication: relationships often minimal and fluctuate in quality

☐ very disrupted functioning - aggression or abuse: major withdrawn: often rejected by others

Comments _____

- **extended social networks (neighbourhood contacts, acquaintances, storekeepers, public officials, etc.)**

☐ good functioning - positively interacts with the community; often participates in activities with others

☐ marginal functioning - little more than minimal acts to fulfill basic needs

☐ very disrupted functioning - overly disruptive behaviour; major social isolation

Comments _____

If the Applicant requires help, as indicated above, please describe the support/supervision required which would help to maintain them in the community.

Additional Comments (including identification of any **safety issues**):

E – Assistance Provided for Applicant

Assistance provided by other people

The help required for daily living activities is provided by:

- ☐ Family
- ☐ Friends
- ☐ Health Authority Professionals (e.g. Nurse)
- ☐ Volunteers
- ☐ Community Service Agencies
- ☐ Other

Comments:

If help is required but there is none available, please describe what assistance would be necessary.

Assistance provided through the use of Assistive Devices

What equipment or devices does the Applicant routinely use to help compensate for their impairment? **Check appropriate items:**

- ☐ Cane
- ☐ Crutches
- ☐ Walker
- ☐ Manual wheelchair
- ☐ Power wheelchair
- ☐ Scooter
- ☐ Lifting device
- ☐ Hospital bed
- ☐ Prosthesis
- ☐ Splints
- ☐ Braces
- ☐ Feeding device
- ☐ Breathing device
- ☐ Commode
- ☐ Urological appliance
- ☐ Ostomy appliance
- ☐ Communicative devices _____
- ☐ Interpretive services _____
- ☐ Toileting aids _____
- ☐ Bathing aids _____
- ☐ Other _____
- ☐ Specially designed adaptive housing

Please provide details on any equipment or devices used by the Applicant:

If equipment is required but is not currently being used, please describe the equipment or device that is needed:

Assistance provided by Assistance Animals

Does the Applicant have an Assistance Animal? ☐ Yes ☐ No

If yes, please specify either the nature of the assistance provided by the assistance animal or the need:

F – Additional Information

Please provide any additional information that may be relevant to understanding the nature and extent of the Applicant's impairment and its effect on daily living activities.

G - Approaches and Informational Sources

What approaches and information sources did you use to complete this form:

- ☐ office interview with Applicant
- ☐ home assessment
- ☐ other assessments (specify)

_____

- ☐ file/chart information (specify)

- ☐ family/friends/caregivers (specify) _____
- ☐ other professionals (specify) _____
- ☐ community services (specify) _____
- ☐ other (specify)

H – Frequency of Contact

1. Is this your first contact with the Applicant? ☐ Yes ☐ No
2. How long have you known this Applicant? _____
3. Prior to today, how often have you seen the Applicant in the past 12 months?
   ☐ None ☐ Once ☐ 2-10 times ☐ 11 or more times
4. Briefly describe the type and duration of the program or services you or your organization are providing or have provided to the Applicant.

I - Certification

I, _____ am a _____
(enter professional discipline)

practicing in British Columbia.

I am registered with a professional regulatory body: ☐ Yes ☐ No

Name of regulatory body: _____

My registration number is: _____

I am employed by:

☐ Self-employed; private practice ☐ A Health Authority

☐ Other employer (please specify): _____

This report (and attached documents) contains my findings and considered opinion at this time.

Signature		Date Signed (YYYY MMM DD)
Telephone Number	Fax Number	Email Address (Optional)
Print/Stamp Address		

INTENTIONALLY BLANK

Important: To avoid delay in payment please complete every field of the invoice

Invoice #1

Invoice No. | Invoice Date | Date of Service

Select who is billing ☐ Prescribed Professional ☐ Nurse Practitioner

Your Employer (Self/Health Authority/Other) | Registration Number

Your Name | Your Profession

Applicant/Client Name | Applicant Date of Birth | Personal Health Number

Description of Service

☐ Completion of Medical Report Section 2.....$130.00 (Only for Nurse Practitioner)

☐ Completion of both Sections 2 and 3.....$205.00 (Only for Nurse Practitioner)

☐ Completion of Assessors Report Section 3.....$75.00

Make cheque payable to:

Payee Name

Address | Postal Code | Telephone

Signature

Important: To avoid delay in payment please complete every field of the invoice

Invoice #2

Invoice No. | Invoice Date | Date of Service

Select who is billing ☐ Prescribed Professional ☐ Nurse Practitioner

Your Employer (Self/Health Authority/Other) | Registration Number

Your Name | Your Profession

Applicant/Client Name | Applicant Date of Birth | Personal Health Number

Description of Service

☐ Completion of Medical Report Section 2.....$130.00 (Only for Nurse Practitioner)

☐ Completion of both Sections 2 and 3.....$205.00 (Only for Nurse Practitioner)

☐ Completion of Assessors Report Section 3.....$75.00

Make cheque payable to:

Payee Name

Address | Postal Code | Telephone

Signature

Ministry of Social Development and Poverty Reduction
Accounts Payable
PO BOX 9441 STN PROV GOVT
VICTORIA BC V8W 9V4

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