



Today's Date

SR#: [Click here to enter](#)
Case #: [Click here to enter](#)
MIS Case #: [Click here to enter](#)

Client Name
Address

Dear Client Name:

BC Employment and Assistance is an income and asset-based program and clients with the Persons with Disabilities designation must report any change in income or assets and/or changes in circumstances that may affect their continued eligibility for assistance. If you do not declare all changes, you may receive assistance for which you are not eligible.

Receiving assistance for which you are not eligible is considered an overpayment, which you are responsible to repay. In addition to your obligation to repay the overpayment, you may be subject to a sanction in accordance with Section 14.1 of the *Employment and Assistance for Persons with Disabilities Act* for inaccurate or incomplete reporting, which would result in your monthly assistance being reduced.

On Date, you were provided notification that an overpayment occurred on your file, which the ministry reviewed with you and considered all the information that you submitted.

Following this review, it was determined that you received disability assistance for which you were ineligible (an overpayment). This overpayment occurred because of inaccurate or incomplete reporting. It was determined that you did not take the necessary steps to ensure accuracy and completeness when reporting your Insert the specific income, asset or change in circumstance on your Monthly Report form (HR0081). As a result, a sanction will be applied to your file.

As this is the Choose an item occurrence on your file, a monthly reduction of \$25 each month will be imposed for the next Choose duration months in accordance with Section 28.1 of the *Employment and Assistance for Persons with Disabilities Regulation*. This reduction to your assistance rate will begin on your Enter text assistance cheque.

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

Ministry of Social
Development and
Social Innovation

Office Name

Mailing Address
Enter address

Telephone: (###) ###-####
Facsimile: (###) ###-####

You may request a reconsideration of this decision. If you decide to pursue this option, you have 20 business days from the date you are notified of this letter to submit a completed Request for Reconsideration form. This form may be obtained at the ministry office located at *Address*. Please refer to the enclosed Reconsideration and Appeals brochure for further details.

Thank you for your attention to this matter.

Sincerely,

Enter Name

Ministry Choose an item

HR3163 (14/01/02)
Security Classification: MEDIUM SENSITIVITY

Enclosure(s): [Reconsideration and Appeals brochure]

SAMPLE

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

Ministry of Social
Development and
Social Innovation

Office Name

Mailing Address
Enter address

Telephone: (###) ###-####
Facsimile: (###) ###-####

Employment and Assistance for Persons with Disabilities Act

Consequences for providing inaccurate or incomplete information

14.1 (1) The minister may take action under subsection (2) if the minister determines that

(a) disability assistance, hardship assistance or a supplement was provided to or for a family unit that was not eligible for it,

(b) the disability assistance, hardship assistance or supplement was provided to or for the family unit either

(i) on the basis of inaccurate or incomplete information provided by the applicant or recipient

(A) under section 10 (1) (e) [*information and verification*], or

(B) in a report under section 11(1) [*reporting obligations*] , or

(ii) because the recipient failed to report as required under section 11 (1), and

(c) the minister's opinion, the applicant or recipient failed to take the necessary steps to ensure the accuracy or completeness of the information before providing it to the minister.

(2) In the circumstances described in subsection (1), the minister may reduce the disability assistance or hardship assistance provided to or for the family unit by the prescribed amount for the prescribed period.

(3) The periods prescribed for the purposes of subsection (2) may vary with the number of determinations made under subsection (1) in relation to a family unit.

(4) If a family unit that is subject to a reduction under section 15.1 of the *Employment and Assistance Act* qualifies for disability assistance or hardship assistance under this Act before the period prescribed for the purposes of section 15.1 (2) of that Act expires, the reduction is deemed to have been imposed under subsection (2) of this section.

(B.C. Reg. 193/2006)

Employment and Assistance for Persons with Disabilities Regulation

Consequences for providing inaccurate or incomplete information

28.1 If the minister determines under section 14.1 (1) of the Act that the minister may take action under section 14.1 (2) of the Act in relation to a family unit, the disability assistance or hardship assistance provided to or for the family unit may be reduced by \$25 for

(a) a first determination, for the next 3 calendar months for which disability assistance or hardship assistance is provided to or for the family unit, starting with the first calendar month

(i) following the calendar month in which the minister made the determination, and
(ii) for which disability assistance or hardship assistance is provided to or for the family unit,

(b) a second determination, for the next 6 calendar months for which disability assistance or hardship assistance is provided to or for the family unit, starting with the first calendar month

(i) following the calendar month in which the minister made the determination, and
(ii) for which disability assistance or hardship assistance is provided to or for the family unit, and

(c) a third or subsequent determination, for the next 12 calendar months for which disability assistance or hardship assistance is provided to or for the family unit, starting with the first calendar month

(i) following the calendar month in which the minister made the determination, and
(ii) for which disability assistance or hardship assistance is provided to or for the family unit.