



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:

The Ministry of Social Development and Social Innovation conducts file reviews for the purpose of determining current or auditing past, eligibility for assistance.

Under Section 10 of the *Employment and Assistance Act* and the *Employment and Assistance for Persons with Disabilities Act*, the ministry may direct a person to provide verification of information to determine their eligibility and if the person does not comply they may be declared ineligible for assistance. On Date and on Date, letters were sent to you asking you to provide information regarding brief summary of issue. These letters advised you that this information is required in order to determine your eligibility and that failure to comply could result in denial of assistance. The letters directed you to provide list of requested items in paragraph or bullet form.

The ministry has not received the requested information from you and your eligibility cannot be determined. Therefore, you are no longer eligible for assistance. Your file Choose an item Date.

If you are dissatisfied with this decision, you can ask the ministry to reconsider it. You have 20 business days from the day you receive this letter to submit a complete Request for Reconsideration form. You can get this form and all the information we considered to make this decision from the ministry office located at Address. If you are unable to attend the office in person to pick up the form, you may call the office at Phone number and request that one be mailed to you. We have enclosed the Reconsideration and Appeal brochure to give you more information.

If you wish to discuss this decision, you may contact me at Phone number

Sincerely,

Enter Name
Ministry Choose an item

HR3198 (13/12/30)

Enclosure(s): [Reconsideration and Appeals brochure]

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.

Applicable legislation:

Employment and Assistance Act

Information and verification

10 (1) For the purposes of

- (a) determining whether a person wanting to apply for income assistance or hardship assistance is eligible to apply for it,
- (b) determining or auditing eligibility for income assistance, hardship assistance or a supplement,

the minister may do one or more of the following:

- (e) direct a person referred to in paragraph (a), an applicant or a recipient to supply the minister with information within the time and in the manner specified by the minister;
 - (f) seek verification of any information supplied to the minister by a person referred to in paragraph (a), an applicant or a recipient;
 - (g) direct a person referred to in paragraph (a), an applicant or a recipient to supply verification of any information he or she supplied to the minister.
- (2) The minister may direct an applicant or a recipient to supply verification of information received by the minister if that information relates to the eligibility of the family unit for income assistance, hardship assistance or a supplement.
- (4) If an applicant or a recipient fails to comply with a direction under this section, the minister may declare the family unit ineligible for income assistance, hardship assistance or a supplement for the prescribed period.

Employment and Assistance for Persons with Disabilities Act

Information and verification

10 (1) For the purposes of

- (a) determining whether a person wanting to apply for disability assistance or hardship assistance is eligible to apply for it,
- (b) determining or auditing eligibility for disability assistance, hardship assistance or a supplement,

the minister may do one or more of the following:

- (e) direct a person referred to in paragraph (a), an applicant or a recipient to supply the minister with information within the time and in the manner specified by the minister;
 - (f) seek verification of any information supplied to the minister by a person referred to in paragraph (a), an applicant or a recipient;
 - (g) direct a person referred to in paragraph (a), an applicant or a recipient to supply verification of any information he or she supplied to the minister.
- (2) The minister may direct an applicant or a recipient to supply verification of information received by the minister if that information relates to the eligibility of the family unit for disability assistance, hardship assistance or a supplement.
- (4) If an applicant or a recipient fails to comply with a direction under this section, the minister may declare the family unit ineligible for disability assistance, hardship assistance or a supplement for the prescribed period.