



Click here to enter a date

Case Number: Type Case Number
SR Number: Type SR Number

Click here to enter address

Dear Click here to enter name:

We are writing about the way you manage the funds you receive from the ministry. We have reviewed your file and see that you have trouble managing your funds. We have decided to refer you to a third party administrator who will manage your funds for you.

We can refer you to a third party administrator or give you a list of local agencies from which you can choose a third party administrator. The ministry will send your funds to this agency, who will manage your funds for you. They will also work with the ministry on your behalf. **All contact with the ministry must be through your third party administrator only.**

If you disagree with this decision, the ministry has a complaint resolution process that you can follow, through your third party. Please see: http://www.hsd.gov.bc.ca/publicat/posters/ServiceComm_poster.pdf for more information.

We will review your file on Click here to enter a date to see if third party administration is still needed. If you have any questions, please contact your third party administrator.
Sincerely,

Type Worker Name
Ministry Choose an item
HR3536 (13/10/31)

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