



## **What is an Exemption?**

All registered assisted living operators must meet the requirements in the *Community Care and Assisted Living Act* (CCALA) at all times. However, an exemption gives permission for an operator not to comply with certain legislative requirements, under specific conditions.

## **What can the Assisted Living Registrar provide an exemption for?**

Section 25.4 (2) of the CCALA, allows a registrant to request an exemption from having their assisted living residence site address posted on line. The registrar is not required to publish the address of a registrant's assisted living residence if:

- (a) the registrant applies for an exemption from that requirement, and
- (b) the registrar is satisfied that publishing the address would present a risk to the health or safety of residents in the registrant's assisted living residence.

## **Reason for the Request**

In considering a request not to post a site address, the following information is needed:

- A written request, with documentation to support the reasons why you think that posting this information online would put the health or safety of persons you provide services to at risk; and,
- A description of the population that is being provided services at the site.

Please also identify any of the following that are relevant to your request:

- Whether any children or youth reside at the site;
- Whether the site has a transition house;
- Whether there has been a history of vandalism to the site by members of the public;
- Whether any of the residents at the site have been subjected to aggression by the public; and,
- Whether the site publicly advertises (flyers, newspapers etc.) or has an online presence (i.e., Facebook, website, Twitter).

## **Requesting an Exemption**

Exemption requests must be submitted to the Assisted Living Registry for review and consideration by the registrar. If there are multiple site addresses being requested, a separate exemption request form must be submitted for each residence site address. For processing in a timely manner, the application for exemption request must be complete.

The registrar will review and consider the exemption request and may ask for additional information before making a decision. The registrar will notify the assisted living registrant of the exemption decision.

## **How to Submit the Form**

Email: [hlth.assistedlivingregistry@gov.bc.ca](mailto:hlth.assistedlivingregistry@gov.bc.ca)

Fax: (250) 953-0496

Mail: Ministry of Health  
PO Box 9604, Stn Prov Govt  
Victoria BC V8W 9P1



See page 1 for instructions on how to submit this form.

For more information about the Assisted Living Registry, go to

<https://www2.gov.bc.ca/gov/content/health/accessing-health-care/assisted-living-registrar>

Date (dd / mm / yyyy)

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**SECTION 1: RESIDENCE AND REGISTRANT INFORMATION**

Name of Residence Site, Address and City			Service Type(s)	
Number of Registered Units	Number of Residents Currently	Total Number Publicly Funded Units	Total Number Private Pay Units	
Name of Registrant		Phone Number	Email Address	

**SECTION 2: INFORMATION REGARDING EXEMPTION**

Provide details about why there is a need for this exemption. What has happened in the past?

How will publicly posting the site address of this residence jeopardize the residents?

Describe what practices (if any) you presently have in place to prevent the street address/location of the residence from being public?

Describe how you advertise for prospective new residents. Does the residence have an existing website? Is the address of your residence posted on any public materials, including websites?