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Source: Wiichihituwinn and Regional Special Needs Services	Date in effect: September 1st 2017
Addressee: All Eligible JBNQA Cree Beneficiaries	Code: TBD
Subject: Policy on Financial support to CBHSSJB clients referred out of their home community for lengthy periods to access services	
Approved by: Board of Directors	Date: March 31 2017

This Policy establishes the conditions and standardized rates of financial supports to all eligible JBNQA Cree Beneficiaries (the “clients”) referred by the CBHSSJB out of their home community to access required health and/or psychosocial services which are not available or cannot be accessed in their home community.

The Board of Directors hereby establishes the main principles applicable to such benefit and the Executive Committee has the authority to adopt necessary procedures to implement the present policy and establish the rules regarding the allocation of the financial support.

Scope

- 1) This Policy applies to all clients referred out of their home community for long term stays (or a stay that starts out short term but becomes long term) as well as to their escort or family members authorized to accompany them. Clients may be referred for medical, psycho-social (including youth protection) reasons.

Authorization

- 2) All referrals must be approved by an authorized CBHSSJB designated authority.

For clients whose stay is expected to be longer term, the referral shall be made and authorized¹ in collaboration with a multi-disciplinary team, and in accordance with an individualized care plan.

Definitions

- 3) In this Policy, the following words or expressions mean:
 - a) **Client:** a client is an eligible JBNQA Cree Beneficiary referred by the CBHSSJB out of their home community to access required health and/or psychosocial services which are not available or cannot be accessed in their

¹ By someone in authority according to a specific program

home community.

- b) **Disabled person:** a disabled (or “Special Needs”) person is an individual who requires assistance to meet their basic needs due to a long term chronic condition which affects their capacity to achieve their full developmental potential intellectually, physically, cognitively and/or socio-emotionally
- c) **Escort**²: a person authorized by a CBHSSJB professional³ to accompany and support a client who is required to travel and provide support to access services;
- d) **Family:** persons domiciled with the client or who are parents, grandparents, siblings, children or grandchildren of a client;
- e) **Home community:** the ordinary place of residence of the client in one of the Cree communities at the time of referral, regardless where they present;
- f) **Individualized care plan (ICP):** a plan, prepared by a CMC multi-disciplinary team, usually including the client/family, with the support of regional expertise where requested, identifying what services are required, which providers will be involved, plan objectives and clinical strategies to support a client, the case manager and plan review/renewal dates. *Any referral out of a client/patient’s home community which is expected to exceed a three week stay must have an ICP;*
- g) **Long term client:** for purposes of this policy, a “long term client” is one whose individualized care plan identifies that the client will be referred out of their home community for a period of time, in excess of three weeks,(or a stay that starts out short term but becomes long term) and whose needs for accommodation and meals require individualized planning and choice/decision-making;
- h) **Visit:** refers to a client’s temporary return to their home community or a client’s family visiting the client out of the community. The purpose of supported visits is to maintain connection between clients, their families, their communities and their culture. The number and timing of visits and the number of persons authorized⁴ to be supported are determined in the care planning process.

Principles

4) The following principles apply to decisions related to all referrals:

- a) the CBHSSJB seeks to:
 - provide necessary health and psychosocial services to clients as close to home as is safely possible.
 - ensure that duly authorized travelling clients and escorts and visiting family have the means to meet their basic needs
- b) support for clients is provided in a type and manner that acknowledges and respects Cree culture.

Requirements

5) The Individualized care plan shall:

- a) define financial rates (short term or long term) and other supports (e.g. escorts, or visits) where clients’ stays are complex or expected to be long term⁵;
- b) identify opportunities offered for client choice. For example, a long term client

² For details of different types of escorts and their roles and responsibilities, please see Weechiiduun policies

³ Or a Coordinator of Awash, Uschiniichisuu or Chishaayiyuu in a Community Miyupimaatisiun Centre (CMC) or higher manager in certain non-medical cases

⁴ See Annex regarding permissible number of family members to be supported for visits

⁵ In exceptional circumstances, an otherwise eligible client may be denied access to financial support, where the client’s multi-disciplinary care team determines it is in the best interest of the client.

may choose to be accommodated at a residence determined by Wiichihituwin, or to stay with a friend, relative, or in a foster home, or to arrange to rent or lease private accommodation. The associated financial supports are detailed in Annex 1.

- c) ICPs for long term clients must be reviewed every three months during transition or where the client's condition is assessed to be unstable; where the client is assessed to be stable in their situation, review shall occur every six months

6) Long term clients (or their guardians) seeking financial from the CBHSSJB support shall:

- a) declare all financial supports provided by third parties for costs associated with their travel or stay out of their home community;
- b) authorize a CBHSSJB health professional to access medical records deemed relevant by the CBHSSJB to support the care of the client

Levels of Financial Support

7) Financial support for long term clients and escorts are detailed in Annex 1.

8) This Policy and the applicable rates shall be reviewed every five years.