

# KEY INFORMATION



## About last-resort financial assistance programs and the Aim for Employment Program

Last-resort financial assistance programs include the **Social Assistance Program**, aimed at people who do not have a severely limited capacity for employment and the **Social Solidarity Program**, which is designed for people with a severely limited capacity for employment.

The **Aim for Employment Program** is for persons who have been admitted for the first time to the Social Assistance Program.

### STEPS IN THE APPLICATION PROCESS

- 1** To apply for financial assistance, complete the following forms: *Application for Service–General Information (3003A)*, *Appendix 1–Information about Education and Employment (3003-01A)*, and *Appendix 2–Application for Last-Resort Financial Assistance (3003-02A)*.  
If you need help to complete your application, contact your local employment centre, a Services Québec office or the Centre de communication avec la clientèle.  
Before completing the forms, be sure to read the first two pages of *Appendix 2– Application for Last-Resort Financial Assistance (3003-02A)*. These information pages will be helpful in completing the forms.
- 2** Certain aspects may need to be clarified during the study of your application. We may ask you to provide us with additional information or documents, or to come in to one of our offices for an appointment.
- 3** Once we have all the required information and documents, we will process your application and make the necessary verifications. After this has been carried out, a decision will be rendered within 5 days and the Ministère will mail you a notice of the decision regarding your eligibility for a financial assistance program.

### IMPORTANT

If you are eligible for financial assistance, your eligibility for assistance will begin as of the date on which the Ministère received your application.



For general information or if you have a question about your file, call **1-877-767-8773** (toll free).

## NOTICE OF DEPOSIT OR CHEQUE: A 3-SECTION DOCUMENT

If you are eligible for the **Social Assistance Program** or **Social Solidarity Program**, or are participating in the **Aim for Employment Program**, the Ministère will send you a 3-section document each month that contains:

- 1 A notice of deposit or a cheque
- 2 A section titled "Important", which provides information you need to know about your file
- 3 A claim slip (medication card)

## DIRECT DEPOSIT

Direct deposit is to your advantage, as your monthly benefits are deposited directly in your bank account on the first day of the month or the last working day of the previous month. To sign up for direct deposit, you must provide a blank cheque (write "VOID" across it) with your application. If you do not have a chequing account, your bank or caisse populaire can provide you with an equivalent document.

## CLAIM SLIP

The claim slip allows you and your family to obtain certain medications prescribed by your physician and to receive health services. Certain conditions apply, depending on your situation.

SERVICES	CONDITIONS
Prescription drugs	Be eligible under the <b>Social Assistance Program</b> , the <b>Social Solidarity Program</b> or the <b>Aim for Employment Program</b> .
Dental services	Have been receiving social assistance benefits, social solidarity benefits or <b>Aim for Employment Program</b> benefits for 12 consecutive months
Dental prostheses	Have been receiving social assistance benefits, social solidarity benefits or <b>Aim for Employment Program</b> benefits for 24 consecutive months
Eye examinations	Have been receiving social assistance benefits, social solidarity benefits or <b>Aim for Employment Program</b> benefits for 12 consecutive months.

### PLEASE NOTE

This document is for information purposes only and may not be used for legal interpretation purposes.

*Translated from the original French*

Once you are eligible for financial assistance, you will be able to obtain information about your file by telephone. You will need your social insurance number and your telephone access code. The 5-digit access code is indicated in the "Important" section of the document the Ministère will send you each month.