

1. PURPOSE

The purpose of this policy is to outline the process for administering the income test to determine the amount of parental contributions for services.

2. POLICY

An income test is administered to determine the amount of parental contributions for services provided through the Homemaker/Home Support, At Home Program Respite, Direct Funded and Contracted Respite, and Respite Relief.

3. PROCEDURES

The income test is completed yearly if the agreement for support services is renewed for terms past 12 months.

The basis for the income test is the net income of the individual or family unit to whom service is provided, as defined below.

- All unearned income, as defined in BC Employment and Assistance, and
- Earned income after deductions for income tax, unemployment insurance, medical insurance, Canada Pension Plan benefits, superannuation, and company pension plan and union dues.

*Note that voluntary deductions made by an employer for bond payments, rental, board, or purchase of goods and services and debt repayments cannot be used to lower net income.

Net income does not include:

- BC Student Loans awarded for tuition and books
- Child Tax Benefit ;
- Child Disability Benefit, and
- Federal working income supplements.

The following table provides the monthly exempted income levels for families of various sizes. Families with income below these thresholds are not required to contribute to the cost of services.

Determining Parental Contributions Policy

Family Unit Size	Monthly Net Income
1 person	\$696
2 persons	\$1,082
3 persons	\$1,275
4 persons	\$1,418
5 persons	\$1,571
6 persons	\$1,704
7 persons	\$1,837
8 persons	\$1,960
9 persons	\$2,083
10 persons	\$2,206

In addition to the amounts above, the individual's or family's monthly exempted income level is increased by:

- \$125 per month for each disabled person in the family or for each person in the family age 65 years or older.
- \$100 per month for each adult in the family who is employed (maximum \$100 per family).

Families whose net income exceeds the allowable level for that family unit will be required to contribute. The assessed monthly contribution is not to be more than the basic foster care cost portion of the family care rate maintenance cost component minus the clothing cost component, for the age of the child served.

Age	0-11	12-19
Basic Family Care Rate	\$379.75	\$474.42
Clothing Rate	-\$63.26	-\$74.39
Maximum Monthly Contribution	\$316.49	\$400.03

Although the family contribution on the CF2186 is calculated monthly (line 5F), services can be calculated on an hourly, daily, or block basis. Therefore, divide the family contribution by 30 to prorate it on a daily basis. Enter the per diem family contribution into the workers notes section of the CF2186.

Age	0-11	12-19
Per Diem Rate	\$10.55	\$13.33

Determine whether the applicant is contributing to the cost of any other income-tested services. If the applicant is already paying the maximum assessed monthly contribution toward the cost of another family support service, no additional payment will be required.

If two children in the family are receiving family support services, pro-rate family contribution between the two children.

Determining Parental Contributions Policy

The parent contribution can be waived or varied by the director when:

- The parent provides written confirmation that the total family income is derived from benefits from BC Employment and Assistance, Employment Insurance, or Canada Pension Plan
- The director has determined that the child needs protection and the service is necessary to keep the child in the home
- The application of the income test is a barrier to reaching an agreement with the parent to ensure the safety and the well-being of the child in the home
- The services are required on an emergency basis and will not be provided for longer than 30 days, or
- An administrative review authority recommends waiving the parental contribution requirement.

Considerations for At Home Program Respite and Direct Funded Respite

To determine the amount of respite service a family is eligible for, multiply the calculated per diem family contribution by 40, and deduct this sum from the maximum yearly amount of \$2,800.

Example calculation of yearly respite benefits

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| <ul style="list-style-type: none">• Parental contribution form = \$100 per month or \$3.33 per day• Maximum respite days: $40 \times \\$3.33 \text{ per day} = \\133.20 per year• Maximum yearly respite of (\$2,800) minus parental contribution (\$133.20) = available respite benefits in a year: \$2,666.8 |
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Note: the 40-day figure used to determine the family contribution is for calculation purposes only. It does not limit the number of days of respite a family uses. The constraining factor is the annual dollar amount established in the respite agreement.

Inform parents that, although they may choose to purchase respite care at more than the \$70 per day rate, this will decrease the number of respite days they are entitled to receive. For example, a family paying \$100 per day for respite will have fewer days available to them from the annual \$2,800 amount than will a family paying \$70 per day. Once a family has used up its maximum allowable respite of \$2,800 per year, the Ministry will consider that the 40 days have been used.

Make a note of the child's medical number on the income test form.

Note: Social workers are responsible for reviewing the income test annually with the family and completing a new CF2186 when there are changes in the family's circumstances.