Part 1- Applicant Information

Overview:

Adult Supportive Housing, also known as domiciliary hostels, are private or non-profit residences that provide long-term housing to vulnerable adults who require some supervision and services to maintain their independence in the residence. Services include: furnished rooms, 24-hour urgent response, medication management, meals and snacks, housekeeping and personal laundry, social and/or recreational activities.

Read the Instruction Guide found on lanarkcounty.ca before completing the application form. The guide provides detailed information and step by step instruction on how to fill out the application.

To apply for an Adult Supportive Housing subsidy, a person must complete an application form. The application is divided into two parts:

Part 1: Applicant Information

• Part 2: Health Information

• The applicant must consent to the release of information by completing and signing Section 2A of the Health Information form

• Sections 2B to 2D must be completed by a health care professional such as a doctor (for example family doctor, psychiatrist, neurologist), nurse or social worker.

If you are unable to print the application (Part 1- Applicant Information and Part 2 -Health Information), you may request a paper copy by e-mailing ss@lanarkcounty.ca or by calling 613-613-267-4200, extension 2140 and one will be mailed to you.

Send the completed application to Lanark County Social Services, Attn: ASH Once you have both the Applicant Information (Sections 1A to 1E) and the Health Information (Sections 2A to 2D) completed, submit both forms to Community Supports by e-mail, fax or mail.

E-mail (scan copy): ss@lanarkcounty.ca Mail/drop off: Lanark County Social Services, 99 Christie Lake rd., Perth, ON K7H 3C6

Location of Supportive Housing:

Address:
Shardon Manor 476 Queen Street, Smiths Falls, ON K7A 5B8

□ Victoria House 27 Lombard St., Smiths Falls, ON K7A 4E3

□ Paradise Valley 310 Mullett St, Carleton Place, ON K7C 3B8

□ Rideau Ferry 1333 Rideau Ferry Rd, Perth, ON K7H 3C7

Unknown

Section 1A- Personal information First Name: Last Name: Date of birth (DD/MM/YYY) Sex: MALE Social Insurance Number: Gender identity: Identify as Indigenous: Preferred Pronouns: Identify as Indigenous: Version code: Currently Homeless: YES NO By Name List: YES NO Living Conditions: HOMEOWNER RENTING OTHER(SPECIFY): Residence: City: Province: Postal code: Are you currently living in a provincial institute? Phone Number: Cell: E-mail address: Cell:

Mailing address if different from residence address:		
Address:	Apartment/unit number:	
City:	Province: Postal Code:	

La	inguage (s)		
Ar	e you able to communicate in English? YES 🗌	NO	Other:

Next of kin or emergency contact:				
First name:	Last nan	ne:		
Address:		Apartment/unit number:		
City:	Province:	Postal Code:		
Phone Number:	E-mail	address:		
Relationship to next of kin:				

Section 1B- Family composition and live	ing arrangements			
Marital Status: Single Arried Separated Divorced Arried Widowed				
List all family members living with you including your spouse or common-law partner, dependant children (17 years or younger) and dependant adults (18 years or older) living with you. If not applicable select Not applicable:				
Spouse/common-law: Not Applicable:				
First name:	Last name:			
Date of birth (DD/MM/YYYY):				
Dependant Children: Not Applicable:				
First name: Date of birth (DD/MM/YYYY):				

First name:	_Last name:
Date of birth (DD/MM/YYYY):	
Developed and the	
Dependant adults:	
Not Applicable:	
First name:	Last name:
	_Last name:
Date of birth (DD/MM/YYYY):	
First name [.]	_Last name:
Date of birth (DD/MM/YYYY):	· · · · · · · · · · · · · · · · · · ·
Additional information/comments:	

Section 1C - Assets		
	ndant adults (18 years	w-partner, dependant children (17 s or older) living with you. If not
Assets:	Value/balance:	Asset owner:
Bank account: N/A:	\$	Applicant Spouse/common-law
		Dependant adult 🗌 Child 🗌
Bank account: N/A:	\$	Applicant Spouse/common-law
		Dependant adult 🗌 Child 🗌
Bank account:	\$	Applicant Spouse/common-law
N/A:		Dependant adult 🗌 Child 🗌
Investments (for example	\$	Applicant Spouse/common-law
bonds, stocks, GIC,		Dependant adult 🗌 Child 🗌
RRSP, mutual funds,		
RRIF): 🔲 N/A:		

Vehicle:	\$	Applicant Spouse/common-law	
N/A:		Dependant adult 🗌 Child 🗌	
Pre-paid funeral:	\$	Applicant Spouse/common-law	
N/A:		Dependant adult 🗌 Child 🗌	
Property:	\$	Applicant Spouse/common-law	
N/A:		Dependant adult 🗌 Child 🗌	
Life insurance policy	\$	Applicant Spouse/common-law	
N/A:		Dependant adult 🗌 Child 🗌	
Trust account:	\$	Applicant Spouse/common-law	
N/A:		Dependant adult 🗌 Child 🗌	
Other (please specify):	\$	Applicant Spouse/common-law	
		Dependant adult 🗌 Child 🗌	
N/A:			
Total asset value:	\$	Additional information/ comments:	
Assets:	Value/ balance:	Assets owner:	
Assets:	Value/ balance:	Assets owner:	
Assets: Any assets expected in the future?	Yes	Applicant Spouse/common-law	
Any assets expected in			
Any assets expected in	Yes	Applicant Spouse/common-law	
Any assets expected in the future?	Yes No	Applicant Spouse/common-law Dependant adult Child	
Any assets expected in the future? If, yes please provide	Yes No	Applicant Spouse/common-law Dependant adult Child	
Any assets expected in the future? If, yes please provide details (explain) and	Yes No	Applicant Spouse/common-law Dependant adult Child	
Any assets expected in the future? If, yes please provide details (explain) and	Yes No	Applicant Spouse/common-law Dependant adult Child	
Any assets expected in the future? If, yes please provide details (explain) and enter amount if known: In the past 12 months, did you or any family	Yes No \$	Applicant Spouse/common-law Dependant adult Child Additional information/comments:	
Any assets expected in the future? If, yes please provide details (explain) and enter amount if known: In the past 12 months, did you or any family members living with you	Yes No \$ Yes No	Applicant Spouse/common-law Dependant adult Child Additional information/comments:	
Any assets expected in the future? If, yes please provide details (explain) and enter amount if known: In the past 12 months, did you or any family members living with you receive any money from	Yes No	Applicant Spouse/common-law Dependant adult Child Additional information/comments:	
Any assets expected in the future? If, yes please provide details (explain) and enter amount if known: In the past 12 months, did you or any family members living with you	Yes No \$ Yes No	Applicant Spouse/common-law Dependant adult Child Additional information/comments:	

property, jewellery or vehicle) or cash in any assets such as an RRSP or GIC?		
Additional information/ com	ments:	

Section 1D - Income			
Select the sources of income below that are applicable to you, your spouse or			
common law-partner, dependant children (17 years or younger) or dependant adults			
h you. If not applicab	ole, select N/A "not applicable":		
Monthly net	Income owner:		
Income:			
\$	Applicant Spouse/common-law		
	Dependant adult 🗌 Child 🗌		
\$	Applicant Spouse/common-law		
	Dependant adult 🗌 Child 🗌		
\$	Applicant Spouse/common-law		
	Dependant adult 🗌 Child 🗍		
\$	Applicant Spouse/common-law		
	Dependant adult Child		
\$	Applicant Spouse/common-law		
	Dependant adult Child Child		
	dant children (17 yean you. If not applicate Monthly net Income: \$ \$ \$		

Employment Insurance:	\$	Applicant Spouse/common-law Dependant adult Child
Private Pension:	\$	Applicant Spouse/common-law
N/A:		
Investment / interest income:	\$	Applicant Spouse/common-law Dependant adult Child
N/A:	\$	Applicant Spouse/common-law
Please	•	Dependant adult Child
specify: N/A:		
Total net income:	\$	Additional information/ comments:

Section 1E - Consent to the following terms of Living in Adult Supportive Housing

Residential Services Homes provide a financial subsidy for long-term housing. These homes offer a residential living environment that is safe and supportive for all residents. In completing this application, I

have read and understand the following terms of living in the Residential Services Homes:

To be eligible for a subsidy, the person must:

- · Voluntarily agree to accept placement.
- · Live in a group setting where I will share a room with one or more adults.
- Secure all available source of income to which I may be eligible to receive and to pay monthly rental cost with all monthly source of income minus a maximum Personal Needs Allowance.
- · Receive a monthly maximum Personal Needs Allowance.
- · Follow residential rules related to cigarette smoking.
- Be able to live in a group setting and display safe, respectful, and non-violent behavior.
- Be able to bathe, dress, take care of one's toileting or qualify for community care services to manage these needs independently.
- Be able to walk and change position or use an assistive device to move and change position independently.
- Manage community outings and transportation arrangements independently (unless services are offered as a part of a rural location).
- Be compliant with prescribed medication/treatment plan and/or be medically stable as determined by a health professional.
- · Be compliant with court ordered plan and/or community treatment order.
- Manage alcohol and/or substance use choices responsibly and if applicable, be compliant with a prescribed addiction treatment program.

Signature of applicant:	
Witness:	
Data	
Date:	

Section 1F - Consent to release personal information

I,______, consent to the collection and release of applicant information about me as it is collected on this form to an authorized representative of the County of Lanark for the sole purpose of determining or verifying my eligibility for the Adult Supportive Housing (Domiciliary Hostel) Program.

Signature of applicant: _____

Witness: _____

Date: _____

Personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, sections 8 and 10. Personal information will be used by the County of Lanark for the purposes of determining eligibility for and the administration of the Adult Supportive Housing Program. Questions about this collection and use of your personal information may be directed to the Administrative Support Clerk at 99 Christie Lake Rd., Perth, Ontario, K7H 3C6, 613-267-4200 ext. 2140.

Part 2- Heath Information

Overview:

Adult Supportive Housing, also known as domiciliary hostels, are private residences that provide long-term housing to vulnerable adults who require some supervision and services to maintain their independence in the residence. Services include: furnished rooms, 24-hour urgent response, medication management, meals and snacks, housekeeping and personal laundry, social and/or recreational activities.

Read the Instruction Guide found on www.lanarkcounty.ca before completing the application form. The guide provides detailed information and step by step instruction on how to fill out the application.

To apply for an Adult Supportive Housing subsidy, a person must complete an application form. The application is divided into two parts:

- Part 1: Applicant Information
- Part 2: Health Information

• The applicant must consent to the release of information by completing and signing Section 2A of the Health Information form

• Sections 2B to 2D must be completed by a health care professional such as a doctor (for example family doctor, psychiatrist, neurologist), nurse, social worker, or caseworker.

If you need help to find a health care professional, you may contact your local community centre.

If you do not have a health care professional, a case manager from the Community Care Access Centre (CCAC), Canadian Mental Health Association (CMHA) or other outreach worker, can complete the Health Information of the application. If you are unable to print the application (Part 1- Applicant Information and Part 2 - Health Information), you may request a paper copy by e-mailing ss@lanarkcounty.ca or by calling 613-267-4200, extension 2140 and one will be mailed to you.

Section 2A - Consent to release health information
I,, consent to the collection and release of personal information about me as it is collected on this form to an authorized representative of the County of Lanark for the sole purpose of determining or verifying my eligibility for the Adult Supportive Housing (Domiciliary Hostel) Program.
Signature of applicant:
Witness:
Date:
Personal information is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, sections 8 and 10. Personal information will be used by the County of Lanark for the purposes of determining eligibility for and the administration of the Adult Supportive Housing Program. Questions about this collection and use of your personal information may be directed to the Administrative Support Clerk at 99 Christie Lake Rd., Perth, Ontario, K7H 3C6, 613-267-4200 ext. 2140.

Section 2B - Referral Source
Applicant name:
Who is referring and or supporting the applicant with the application? Family Doctor Psychiatrist Neurologist Nurse Social Worker Other please specify :

Referral source information

Agency / name:

Referral completed by:		
Address:		Apartment/unit number:
City:	Province:	Postal Code:
Phone Number:	E-mail	address:
Doctor/Referral source sign Date (DD/MM/YYYY):		

Section 2C - Medical Information

Medical diagnosis (provide doctor's physical, mental and or developmental diagnosis for example schizophrenia, diabetes):

What are the applicant's limitations?

Mobility:	
Walking / standing	Independent Independent with aids Requires assistance Should the applicant need assistance, please select all that applies: Walking outside Walking inside Standing for longer then 15 minutes Sitting Going up and down the stairs
Lifting	In regards to applicants' ability to lift, please select all that applies:



	No lifting		
	Some lifting for example shopping bags 🗌		
	Heavy lifting for example 24 cans of cola 🗌		
	Should the applicant have limitations with the following tasks, please		
Gripping	select all that applies:		
	Eating utensils Opening lids		
Reaching	Should the applicant have limitations with the following tasks, please		
up	select all that applies:		
	Above shoulders		
	Items from cupboard		
	Should the applicant have limitations with the following tasks, please		
Bending,	select all that applies:		
twisting /	Making a bed		
repetitive	Picking items on the floor		
movement	Folding laundry and or putting away clothes		
movement	Sweeping / moving / vacuuming / washing floors		
Specify if ad	laptive aids would help with any of the tasks, for example bath aids.		
Please spec	sify:		
Additional in	formation / comments:		

Personal Care	
Dressing	Independent Needs assistance Cueing Should the applicant need assistance, please select all that applies: Putting on footwear Buttoning a shirt/pant
Bathing / other	Independent Needs assistance Cueing Should the applicant need assistance, please select all that applies:
Incontinence / bladder	Yes No Unknown If yes, is applicant independent with use of products/supplies? Yes No

Incontinence /	Yes 🗌 No 🗍 Unknown 🗍
bowel	If yes, is applicant independent with use of products/supplies?
	Yes No
Special needs	Speech Vision Hearing Other
	Details:

Dietary Requirements:				
Allergies	Yes	No 🗌	Unknown 🗌	
	Details:			
Special dietary	Yes	No	Unknown 🗌	
requirements	Details:			
Any other	Commen	ts:		
limitations?				

Section 2D- Additional Medical Information			
Social history / presenting problem:			
Does the applicant have a substitute	Yes	No 🗌	Unknown 🗌
decision maker?	Details:		
Has the applicant been deemed	Yes	No 🗌	Unknown 🗌
incompetent? If yes, please provide	Details:		
details/contact information regarding			
Public Guardian and Trustee, Power of			
Attorney for example			
Is the applicant receiving any community	Yes 🗌	No 🗌	Unknown 🗌
support services? (for example CCAC,			
ACT, CMHA)	If yes, pro	ovide details /	contact
	informatic	on:	
Does the applicant have a substance	Yes 🗌		Unknown 🔵
use?	Yes- Past		
	If yes, pro	ovide details:	
Does the applicant have:			

Community Treatment Order?	Yes	No	Unknown 🗌
Court disposition order?	Yes	No 🗌	Unknown 🗌
Criminal involvement?	Yes	No 🗌	Unknown 🗌
Probation/parole?	Yes	No 🗌	Unknown 🗌
Probation parole officer?	Yes	No	Unknown 🗌
	If yes to a details:	any of the abo	ve please provide

Signs and symptoms of the illness based on the medical diagnosis Select the		
applicable areas listed below and	provide details	
Area:	Details:	
Anxiety O not applicable		
Aggression Inot applicable		
Apathy not applicable		
Anxiety O not applicable		
Cognitive not applicable		
Communication not applicable		
Delusional thinking not applicable		
Depression not applicable		
 Inappropriate Sexual Behaviour not applicable 		

 Obsessive/compulsive behaviour not applicable 	
Paranoia 🔲 not applicable	
Safety issues 📄 not applicable	
Suicidal thoughts/behaviours not applicable	
 Wandering/confusion not applicable 	
Other	

Current Medication:		
Name of Medications:	Dosage / Frequency (for example; daily, weekly, monthly)	
Current pharmacy name and loc	ation:	

Hospitalizations (over the past 2 years)				
Date of Admission	Duration	Institution	Presenting problem	



Adult Supportive Housing Consent to Exchange Information

I		
CLIENT NAME		
Give consent for the Lanark County Social Services to exchange information	ation with the fo	llowing:
Hostel Provider:		
 Shardon Manor Victoria House Paradise Valley Rideau Ferry 476 Queen Street, Smiths Falls, ON K7A 5B8 27 Lombard St., Smiths Falls, ON K7A 4E3 310 Mullet St, Carleton Place, ON K7C 3B8 1333 Rideau Ferry Rd, Perth, ON K7H 3C7 		
Family Member(s):		Client Initials
Income Source:		Client Initials
Support Agency:		Client Initials
Other:		
		Client Initials
Client Signature:	Date:	
Witness Signature:	Date:	

Client Consent: I give permission for Lanark County Social Services to contact any agency, person, business or organization and exchange information regarding this request. I am aware that the information will be collected and provided in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used for the administration of this program. I give permission for Lanark County to enter and store my personal information in the HIFIS database; I understand that this information will be provided to HRSDC for the purposes of policy analysis, research and evaluation of policies and programs respecting homelessness in Canada.



Adult Supportive Housing Income & Asset Declaration

Client Name: _____

DOB: _____

Hostel: □ Shardon Manor 476 Queen Street, Smiths Falls, ON K7A 5B8
□ Victoria House 27 Lombard St., Smiths Falls, ON K7A 4E3
□ Paradise Valley 310 Mullett St, Carleton Place, ON K7C 3B8

□ Rideau Ferry 1333 Rideau Ferry Rd, Perth, ON K7H 3C7

Income Source	Monthly Income Amount	
	\$	
	\$	
	\$	
Total Monthly Income:	\$	
Total Assets:	\$	
Client Declaration:		

I, ______, declare that the above listed income is the only income that I receive on a monthly basis. I declare that I do not have assets over \$5000. I understand that it is my responsibility to immediately report any changes in my income as they will affect my eligibility and entitlement for the adult supportive housing program. I am aware that the information will be collected and provided in accordance with the Privacy Act and will be used for the administration of the Adult Supportive Housing Program.

Client Signature

Date

Witness Signature

Date



Consent for the Release of Information

I/We, the undersigned authorize and agree to the release and exchange of information to an authorized representative of the Lanark County Social Services.

This consent will allow for the sharing of written and verbal information as it relates to determining initial and ongoing eligibility for the various programs of the department of Social Services, including, but not limited to, Ontario Works, Children's Services, Community Support Services (CSS) and Housing Services.

I/We also understand that it is not mandatory to sign this consent form.

I/We understand that personal information will not be disclosed to any other party except in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act* and the *Municipal Freedom of Information and Protection of Privacy Act*, or as otherwise required or permitted by law.

Name (Print)

Signature

Date

Name (Print)

Signature

Date

Witness Name (Print)

Witness Signature

I/We have read the Consent as outlined above and declare it clearly understood.