

ALLOWANCE FOR INTEGRATION OF DISABLED CHILD (AIDC)

INTO A CHILDCARE FACILITY



Coordination and drafting

Direction des normes de qualité et d'accessibilité des services
Sous-ministériat du soutien à la qualité des services de garde éducatifs
à l'enfance

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This document can be viewed on the Ministère de la Famille website:
mfa.gouv.qc.ca

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ISBN 978-2-550-87455-3 (PDF)

Legal Deposit- Bibliothèque et Archives nationales du Québec, 2020

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WHAT IS THE ALLOWANCE FOR INTEGRATION OF A DISABLED CHILD?

The Allowance for Integration of a Disabled Child (AIDC) is an allowance paid to **a subsidized childcare facility** that wishes to offer childcare services to a disabled child between 0 and 5 years of age. It is administered by the Ministère de la Famille.



WHICH CHILDCARE FACILITIES ARE ELIGIBLE?

Only subsidized childcare facilities are eligible, that is childcare centres (CPEs) and subsidized daycare centres, as well as home childcare providers (HCPs) who have been granted subsidized spaces by a home childcare coordinating office (CO).

WHAT IS THE PURPOSE OF THE AIDC?

A childcare facility that delivers services to a disabled child is responsible for using the allowance to facilitate the child's integration into a group.

A portion of the funding goes toward managing the child's file and purchasing resource materials (specialized equipment and materials), adapting already existing materials, adapting the premises, etc.

Another portion goes toward human resources, for example, to pay for a replacement when the HCP or a staff member goes on training, hiring an additional resource for the group of children involved, or reducing the number of children in the group.

The funds granted must not be used to pay for regular and ongoing adaptation and rehabilitation services

such as weekly follow-ups with a physiotherapist throughout the year. The amounts granted may, however, be used to pay for ad hoc professional interventions with the child if they facilitate his/her integration into the childcare facility.

WHICH CHILDREN ARE COVERED BY THE AIDC?

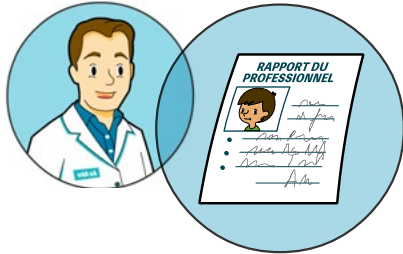
For the purposes of the AIDC, a disabled child is defined as a child with an impairment causing a significant and persistent disability, who is likely to face barriers in his/her integration process at a childcare facility. The disability must be attested to by a professional recognized by the Ministère de la Famille or be recognized by Retraite Québec, which administers the Supplement for Handicapped Children.



WHAT DOES “INTEGRATING A DISABLED CHILD INTO A CHILDCARE FACILITY” MEAN?

Integrating a disabled child into a childcare facility means fostering his/her overall development and helping him/her adapt gradually to group life by maximizing his/her participation in all the facility's activities. The integration process requires constant collaboration between the parents or guardian, the childcare facility and the other professionals working with the child.

WHAT CONDITIONS MUST A CHILDCARE FACILITY MEET TO QUALIFY FOR THE AIDC?



1. The child must attend a subsidized childcare facility.
2. An attestation of the child's situation issued by Retraite Québec or by a professional recognized by the Ministère de la Famille must have been submitted to the childcare facility.
3. Recommendations signed by at least one recognized professional regarding the appropriate measures for meeting the child's integration needs must have been submitted to the childcare facility.
4. An integration plan must have been developed by the childcare facility in collaboration with the parent or guardian or with other professionals if needed.

WHAT IS AN INTEGRATION PLAN?

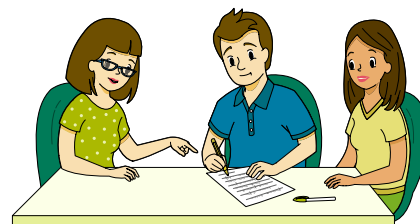
An integration plan is a document that provides a portrait of the child and makes it possible to monitor his/her level of learning in each sphere of development. The plan spells out the means that will be used to help the child integrate and participate in activities at the childcare facility. It also identifies the human and material resources that the facility will use in order to follow, as closely as possible, the recommendations made by the professionals who evaluated the child. It is important to note, however, that the childcare facility is not obliged to apply all the recommendations made by the professionals if it does not have the capacity to do so or if support measures that can benefit the child are already in place. The integration plan must be re-evaluated at least once a year.

WHAT IS THE ROLE OF THE PARENT OR GUARDIAN?



Parents or guardians have an important role to play in facilitating the child's integration. In particular, they must consult a recognized professional if they see that the child is having difficulties or if the childcare staff inform them of any such problems. Following this consultation, if the professional suggests that measures be put in place to facilitate the child's integration into the childcare facility, he/she must issue recommendations. The parent must complete the **form** provided on the Ministère de la Famille website and return it to the childcare facility. **If he/she already receives the Supplement for Handicapped Children from Retraite Québec, he/she only needs to complete parts D and E of the form.**

The professionals recognized by the Ministère de la Famille are physicians, occupational therapists, physiotherapists, optometrists, audiologists, speech therapists, psychologists and psychoeducators.



Next, the parent or guardian must participate in the development of the integration plan as he/she is considered the primary advocate and best source of information for the childcare staff. Also, by becoming involved, he/she can ensure consistency between interventions at the childcare facility and those in the home.

WHAT IS THE ROLE OF THE PROFESSIONAL?



The professional recognized by the Ministère de la Famille is responsible for attesting to the child's impairment – if no such attestation issued by Retraite Québec appears in the child's record at the childcare facility – and for making recommendations regarding measures to facilitate the child's integration into the facility. His/her role is to provide a professional assessment, not a medical diagnosis. The recommendations made must enable the childcare facility to develop an integration plan appropriate for the child's needs in collaboration with the parent or guardian.

WHAT IS THE ROLE OF THE CHILDCARE FACILITY?

A childcare facility that receives the AIDC is responsible for planning and carrying out all the actions needed to integrate the disabled child it has accepted. These include raising awareness among the people using the childcare service, implementing approaches and measures that foster the child's integration, and training staff, if needed.



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For more information:

Call the Centre des services à la clientèle et des plaintes of the Ministère de la Famille at 1-855-336-8568 (toll-free) or visit the MFA website at : mfa.gouv.qc.ca.

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REMINDER FOR PARENTS

If you **DON'T** receive the Supplement for Handicapped Children from Retraite Québec:

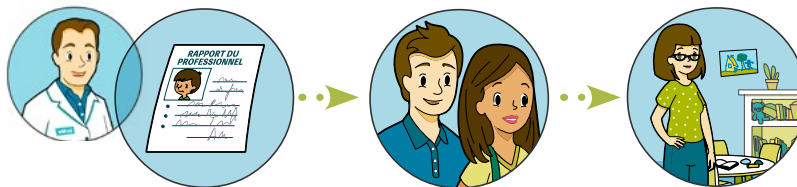


Have either you or the childcare staff noticed that your child is experiencing any difficulties? Do you have any concerns about his/her integration into the childcare facility?

Consult a recognized **professional** who, if need be, will be able write a report on your child's situation.



Submit the signed **professional's report** to the childcare facility.



Participate in writing the **integration plan** for your child and sign the plan.



The allowance will be paid to the childcare facility to help it integrate your child.

If you **DO** receive the Supplement for Handicapped Children from Retraite Québec:



Provide the childcare facility with **proof** of eligibility for the Supplement, that is:

- a Family Allowance slip;
- an attestation from Retraite Québec to obtain one, call 1-800-667-9625).

Ask a professional recognized by the Ministère de la Famille to write a report and include his/her recommendations, or to complete sections D and E of the Professional's Report (available on the MFA website).



Submit the signed **recommendations** to the childcare facility.



Participate in writing the **integration plan** for your child and sign the plan.



The allowance will be paid to the childcare facility to help it integrate your child.

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