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| **Ministry of Health and Long-Term Care** | **Ministère de la Santé et des Soins de longue durée** |

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| Negotiations and Accountability Management Division Provincial Programs Branch 5700 Yonge Street, 5th Floor Toronto ON M2M 4K5 | Division des négociations et de la gestion de la responsabilisation Direction des programmes provinciaux 5700, rue Yonge, 5ᵉ étage Toronto ON M2M 4K5 |
| Telephone : 416 327-7039 Facsimile : 416 327-7281 | Téléphone : 416 327-7039 Télécopieur : 416 327-7281 |

Ontario

HLTC3968IT-2011-501

MAR 3 1 2011

Ms. Joe-Anne Priel
General Manager
City of Hamilton
Community Services Department
77 James Street North, Suite 400
Hamilton ON  L8R 2K3

Dear Ms. Priel:

**Re:    City of Hamilton**
**2010/2011 Homemakers and Nurses Services Revised Expenditure Target**

This letter is to advise you of your maximum approved expenditure target under the *Homemaking and Nurses Services Act* (HNSA) for the fiscal year 2010/11.  Your revised target is $361,228.

The cost sharing of expenditures under the program is as follows:

| | | Initial Target | Revised Target |
|---|---|---|---|
| 1. | Total Expenditure Target | $380,000 | $361,228 |
| 2. | Municipal Contribution | $76,000 | $71,765 |
| 3. | Provincial contribution | $304,000 | $289,463 |

Note that your expenditure target may have been adjusted from the previous year's target.  Targets have been reduced where there has been a history of actual claims falling significantly below the target.

Throughout the course of the year, the Ministry will be monitoring your spending patterns to determine if your expenditures are within the target.  If your community is experiencing extraordinary needs in the current year, you should contact your program consultant to discuss the possibility of an increase to your target.

Please note that a homemaker must be paid a minimum wage of $10.25 per hour.  A fully certified personal support worker must be paid a minimum wage of $12.50 per hour.

The Ministry of Health and Long-Term Care (MOHLTC) will authorize payment for eligible costs up to the expenditure target specified above. Spending above this target must receive prior approval from the MOHLTC before the claim will be processed. You are required to submit a request documenting the need for expansion. Please note that the HNSA requires that all persons requesting services under this act shall be means tested and eligibility determined by an Administrator.

The cost of providing subsidized homemaking services is reimbursed through a monthly claims process. You are reminded of your obligation under Regulation 634, Section 6 of HNSA, which requires applications for reimbursement to be submitted no later than the 20th day of the month following the month for which the application is made.

To process payment for services, the **Application for Reimbursement by the Province and its accompanying schedule** must both be completed, be balanced with each other, and signed by the Administrator. Please submit these forms for processing to:

HNSA Claims
Financial Management Branch
Ministry of Health and Long-Term Care
5700 Yonge Street, 12th Floor
Toronto ON  M2M 4K5

If this is not correct, or an additional contact should be added please send your complete contact information, including an e-mail address to: Amina.Janmohamed@Ontario.ca.

Payments of your claim will be made monthly via EFT (electronic fund transfer) on the first business day of the month. All claims received and approved will be processed for payment on the first business day of the month following the month after receipt of your claim. For example, a claim received on May 20th, would be processed for payment on July 3rd.

If you need more information, please contact Ann Scott, Senior Program Consultant at (416) 314-9579, or by e-mail to Ann.Scott@Ontario.ca.

Sincerely,

Brian Davidson
Manager, Community Services

c:      Mayor Bob Bratina, City of Hamilton
        Brian Perera, Manager, Community Services Branch, Financial Management
        Branch