

Ministry of Health  
and Long-Term Care

Negotiations and Accountability  
Management Division  
Provincial Programs Branch  
5700 Yonge Street, 5th Floor  
Toronto ON M2M 4K5

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Ministère de la Santé  
et des Soins de longue durée

Division des négociations  
et de la gestion de la responsabilisation  
Direction des programmes provinciaux  
5700, rue Yonge, 5<sup>e</sup> étage  
Toronto ON M2M 4K5

Téléphone : 416 314-1185  
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HLTC3968IT-2012-770

JUN 1 1 2012

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  
2011-12 Homemakers and Nurses Services Revised Expenditure Target**

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This letter is to advise you of your maximum approved expenditure target under the *Homemaking and Nurses Services Act* (HNSA) for the fiscal year 2011-12. Your revised target is \$400,838.

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

	Initial Target	Revised Target
1. Total Expenditure Target	\$350,000	\$400,838
2. Municipal Contribution	\$70,000	\$80,168
3. Provincial contribution	\$280,000	\$320,670

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Joe-Anne Priel

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 20<sup>th</sup> 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, 12<sup>th</sup> Floor  
Toronto ON M2M 4K5

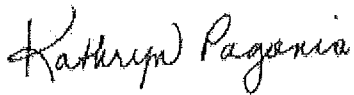
If this is not correct, or an additional contact should be added please send your complete contact information, including an e-mail address to: [Amina.Janmohamed@Ontario.ca](mailto:Amina.Janmohamed@Ontario.ca).

Joe-Anne Priel

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.

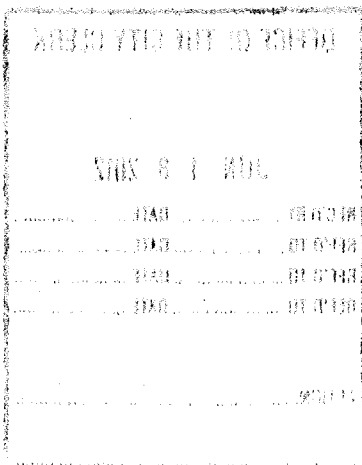
If you need more information, please contact Ann Scott, Senior Program Consultant at 416-314-9579, or by e-mail to [Ann.Scott@ontario.ca](mailto:Ann.Scott@ontario.ca).

Sincerely,



Kathryn Pagonis  
Director

c:  Bob Bratina, Mayor City of Hamilton  
Warren Emnace, Manager, Financial Management Branch



**OFFICE OF THE CITY CLERK**

JUN 18 2012

REC'D BY..... DATE.....  
REF'D TO..... DATE.....  
REF'D TO..... DATE.....  
REF'D TO..... DATE.....

REF'D TO *Landry*..... DATE.....

ACTION: *Forced Agency*.....