



Date: January 26th, 2018

From : Residential Resources Services of the Mental Health and Addiction Programs

To: The Resources associated to the RESSAQ

Subject: **Procedure for the reimbursement of accompaniment expenses (RESSAQ Resources)**

Sir or Madam:

This letter is to inform you that the Residential Resources Services has agreed through the Local Concertation Committee of RESSAQ (CLC RESSAQ) during the last meeting of January 19th, 2018, to reimburse expenses of accompaniment retroactively to January 12th, 2016, date of the signature of the last Collective agreement between the Minister of Health and Social Services and the RESSAQ.

You need to submit all your expense reimbursement forms, retroactively to January 12th, 2016, before March 1st, 2018 to the Residential Resources Services, to the attention of Cesar Diaz by mail, fax (514-888-4086) or by email at srr@douglas.mcgill.ca. All expenses submitted beyond this date will not be processed.

Also, please report expenses regarding accompaniment on a monthly basis as of today.

The notion of accompaniment expenses is specified in clauses 3-8.08 and 3-8.11 of the Agreement and could be translated as:

- Accompaniment expenses covered are those related to medical emergencies or in the context of a planned situation explained on point 3-8.01 and requiring a specific replacement by a person whom the resource must remunerate specifically to perform this replacement. (clause 3-8.08)
- Except for emergency situation, those expenses must be listed in the classification grid of each client under descriptor #17.
- Amounts claimed for accompaniment must be detailed in the Resource monthly billing (clause 3-8.11)
- Please see below the rates (clause 3-8.10):
 - For any replacement of less than 5 hours: the resource receives \$ 40.
 - For any replacement of 5 hours but less than 10 hours: the resource receives \$ 80.
 - For any replacement of 10 hours or more: the resource receives \$ 120.
- The daily allowance paid to the resource cannot exceed \$ 120.

If you have any questions, please do not hesitate to contact the Residential Resources Services.

Regards,

A handwritten signature in black ink, reading "Veronique Wilson". The signature is fluid and cursive, with the first name "Veronique" and the last name "Wilson" clearly distinguishable.

Mrs Véronique Wilson, erg
Coordonnatrice RI-RTF et 1^{ère} ligne
Direction des programmes santé mentale et dépendances (DPMSD)

C.c. : M. Alexandre St-Germain, Directeur adjoint, DPMSD
M. Yannick Demers, Chef de Service hébergement RI-RTF, DPMSD
Mme Nancy Auger, membre du comité CLC RESSAQ
Mme Mary Surowaniec, membre du comité CLC RESSAQ