

Ontario Autism Program: List of Eligible and Ineligible Expenses

Eligible Services and Supports

The following is a list of **services and supports that are eligible for purchase** with a Childhood Budget through the Ontario Autism Program (OAP):

Evidence Based Behavioural Services

Families may use Childhood Budgets to purchase:

- Behavioural assessment of a child or youth's current strengths and needs to support treatment planning, setting goals and identifying strategies for a child or youth's behavioural service.
- Evidence based behavioural services, including services based on the principles of Applied Behaviour Analysis.
- Behavioural consultation with primary caregivers and/or other relevant professionals involved with a child or youth. Consultation may support:
 - aligning goals with other services;
 - supporting and participating in the Coordinated Service Planning process;
 - individualized transition planning to support transition to school, including post-secondary, and
 - connecting with adult services and community supports, including employment supports.

Please note: behavioural clinicians delivering evidence based behavioural services and supports listed above must be supervised by an OAP Clinical Supervisor who meets, or is working towards, the [OAP's qualifications requirements](#) and who has completed and signed an Attestation Form to this effect.

To help families find experienced, trained OAP Clinical Supervisors, families can use the [OAP Provider List](#), hosted by Autism Ontario. The Provider List is an online list of experienced, trained behavioural clinicians who have demonstrated that they meet all of the qualifications to be an OAP Clinical Supervisor. Before being placed on the list, Autism Ontario will check each clinician's qualifications by reviewing supporting documents, consulting public registries, and conducting employer reference checks.

Families can continue to work with an OAP Clinical Supervisor who is not on the OAP Provider List as long they have, or are working towards, the OAP qualifications

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requirements and submit a signed [attestation form](#) to this effect. Families should have their Clinical Supervisor provide them with a signed copy of the attestation form before initiating a service agreement with the provider. Families will need to attach this attestation form when submitting their invoices to reconcile funding.

Beginning in April 2019, clinicians who meet all of the OAP’s qualifications requirements can apply to join the OAP Provider List.

It is anticipated that after April 1, 2021, it will be mandatory for all OAP Clinical Supervisors to be on the Provider List. At that time, only OAP Clinical Supervisors who are on the OAP Provider List will be able to oversee behavioural services purchased through OAP Childhood Budgets.

More information about the Provider List is available on the ministry’s [website](#).

Key Terms	Description
Evidence based	Evidence based means that there is high-quality scientific research showing the service has proven to be effective. It also means that a clinical team recommends the service as appropriate for a child, based on the team’s clinical expertise, as well as the family’s interests, goals, preferences and needs.
Behavioural services	Behavioural services refers to services that teach children and youth the skills they need to participate at home, at school, and in the community and can help to encourage functional and socially important skills, such as getting dressed or talking to other people. These services can also help to discourage challenging behaviour that interferes with learning and wellbeing, such as self-harm or aggression towards others. Behavioural services also involve teaching caregivers the skills they need so they can support their child’s development and address needs as they arise.
Applied Behaviour Analysis	An applied science based on the principles of learning and behaviour. Applied Behaviour Analysis is supported by a body of scientific knowledge and research and has established standards for evidence-based practice.

Additional Autism Services and Supports

Families may also use Childhood Budgets to purchase:

- Curriculum-based interventions with standardized practice manuals based on the principles of Applied Behaviour Analysis, such as Naturalistic Developmental Behavioural Interventions.
- Life skills and social skills training programs, such as programming to facilitate social interactions and communication with others, following social rules, developing self-help skills, and promoting independence.
- Employment supports for youth preparing to transition to adulthood, including training and services for youth with autism, to support them in building employability skills and to help them prepare for and secure employment. These may include skills development, job interview support, job coaching, and individualized training and supports.
- Parent and caregiver capacity building and training. This includes:
 - Increasing knowledge and skills using behavioural strategies
 - Autism-specific training
 - Online modules for families to learn behavioural strategies to use with their child
 - Tuition fees for a college diploma in autism or behavioural sciences.
- Specialized independent school services, that are not funded by the government, and that are autism-specific, individualized and delivered based on the principles of applied behaviour analysis.
- Fees to access a certified service or guide dog from an accredited training facility. This includes the one-time application processing fee, equipment fees and any applicable training costs. An accredited training facility includes an organization that is a member of Assistance Dogs International, or a school that is a member of the International Guide Dog Federation.

Please note: the autism services and supports listed above, under Additional Autism Services and Supports, do not require an OAP Clinical Supervisor, unless otherwise specified. All manualized, curriculum-based interventions should be supervised by experts in the specific intervention program who have achieved certification and demonstrated treatment fidelity, and who have advanced skills in developmental and behavioural intervention. It is the responsibility of families to confirm the training and skills of their chosen service provider.

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Other Therapies and Specialized Services

Families may use Childhood Budgets to purchase:

- Speech and language pathology delivered by a Speech-Language Pathologist who is registered and licensed with the College of Audiologists and Speech-Language Pathologists of Ontario. This includes speech and language pathology assessments, service delivery and consultation.
 - For more information about speech-language pathology or to locate a speech-language pathologist in your area please visit their website: <http://caslpo.com/>
- Occupational therapy delivered by an occupational therapist who is registered and licensed with the College of Occupational Therapists of Ontario. This includes occupational therapy assessments, service delivery and consultation.
 - For more information about occupational therapy or to locate an occupational therapist in your area please visit their website: <https://www.coto.org/>
- Physiotherapy delivered by a physiotherapist who is registered and licensed with the College of Physiotherapists of Ontario. This includes physiotherapy assessments, service delivery and consultation.
 - For more information about physiotherapy or to locate a physiotherapist in your area please visit their website: <https://www.collegept.org/>

Respite

Families may use Childhood Budgets to cover:

- Respite services, to support families during the day, evening or weekend, and can be provided in the family home or outside of the family home. Respite Services can include supervising a child or youth or providing supports with daily living activities such as personal care and taking a child out for an activity.
- Fees for community recreational activities and classes, cultural activities and camp programs that promote independence and support the development of social, communication and life skills. This includes sports activities, arts and music programs, museums, camps, and autism specific programs.

Respite services can be purchased from a wide range of organizations and individuals. This may include, but is not limited to, public and private organizations that serve children and youth with special needs, such as respite agencies, municipal programs, and some Community Living Organizations and some Children's Treatment Centres, family members, neighbours and/or friends.

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Please note: Funding may be used to compensate certain family members for respite support, however it cannot be used to compensate the primary caregiver, regardless of residence. Please see the list of ineligible expenses for more information.

It is recommended that families request that any service provider providing respite to their family provide proof of a recent and valid Criminal Record Check and Vulnerable Sector Screening.

For more information about respite care or to locate respite care providers in your area please visit www.respiteservices.com

Key Terms	Description
Respite	Respite services provide temporary relief to families of children and youth with autism by giving primary caregivers a break. These services can also provide the child or youth with the opportunity to engage with adults and peers outside of the family in meaningful activities and can support building independence and social skills.
Vulnerable Sector Check	A vulnerable sector check is a police information check plus a check to see if a person has a record suspension (pardon) for sexual offences. Vulnerable sector checks were created in 2000 to protect children and vulnerable persons.

Family Service Planning and Support

Families may use Childhood Budgets to cover:

- Interpretation and translation services to support information sharing regarding a child or youth’s eligible services and supports, such as case conferences, progress meetings, translating written materials.
- **Up to ten percent (10%)** of the annual Childhood Budget amount on individualized family service planning and support. For example, this may include assisting families with navigating, planning and coordinating services for their child, delegating budget management responsibilities, and managing administrative supports specifically related to the Childhood Budget such as bookkeeping, bank fees, payroll and scheduling.
- Administrative employer costs, such as Canada Pension Plan Contributions, Employment Insurance, Workplace Safety and Insurance Board premiums.

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Travel

Families may use Childhood Budgets to cover:

- Travel costs to access eligible services and supports and training. This includes travel within Ontario to access:
 - Eligible services and supports, including travel to a service provider or to pay service providers to travel to the family; and
 - Training, including autism-specific training for caregivers or service providers.
- Families traveling less than **100 kilometers (one-way) may use up to 10 percent (10%)** of their annual Childhood Budget. Travel expenses may include bus, train, parking or mileage at **\$0.40** per kilometer for a private vehicle for roundtrip travel.
- Families traveling **100 kilometers or more (one-way) may use up to 20 percent (20%)** of their annual Childhood Budget. Travel expenses may include actual air fare, bus, train, parking or mileage at **\$0.41** per kilometer for a private vehicle for roundtrip travel. Please note, if families are unable to access service providers in their own community, they may claim travel expenses for the most cost-effective method of receiving services as close to home as possible.

Technology

Families may use Childhood Budgets to purchase:

- **One** of the following: desktop computer, laptop computer, touch screen tablet or smart phone **every two years** to support their child's goals.
- Applicable computer software or applications to support their child's goals.

Equipment and Materials Related to Eligible Services and Supports

Families may use Childhood Budgets to purchase:

- Program materials such as books, visual timers, curriculum assessment kits, to support a child's goals.
- Supporting equipment such as protective equipment, Kevlar sleeves, augmentative communication devices, to support a child's goals.

Before purchasing technology, program materials or supporting equipment to support a child or youth's goals, it is recommended that families consider the following:

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- Consulting a professional to help choose the right technology, program materials or supporting equipment for their child;
- Working with a qualified professional(s) to develop a plan to support the implementation, ongoing monitoring and evaluation of their child's progress;
- Determining if the technology, materials or equipment can be accessed through other available funding programs or on loan; and/or
- Carefully reviewing the list of eligible and ineligible expenses.

If families are unsure about whether an item is eligible they should email oap@ontario.ca or call 1-888-444-4530 before purchasing.

Families could consider speaking with professionals who may be involved with their child as they may be able to provide support or advice when purchasing technology, program materials or equipment for their child.

- Board Certified Behaviour Analyst
- Occupational Therapist
- Psychologist
- Physiotherapist
- Psychological Associate
- Physician
- Speech-Language Pathologist
- Psychiatrist

Ineligible Services and Supports

The following is a list of services and supports that are **NOT** eligible for purchase through Childhood Budgets:

- Fees for other therapies/specialized services not identified as an eligible expense above (for example, nursing, dieticians, and massage therapy)
- Housing and home maintenance costs (for example, rent, home renovations or modifications, housekeeping, swimming pools, hot tubs and playground equipment)
- Household items and electronics (for example, furniture, musical instruments, appliances and televisions)
- Indirect respite services and supports (for example, cleaning, meal preparation, snow removal and care of other family members)
- Holiday travel (for example, personal or family vacations)
- Telephone/telecommunications (for example, home phone service, internet service and mobile phone services)
- Groceries, food and restaurant meals

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- Clothing and personal goods and services (for example, toiletries, spa treatments, aesthetic and cosmetic services)
- Dental care and services
- Vitamins, medical supplies, orthotics, supplements, incontinence supplies, and special diets
- Services already received through the Ontario Disability Support Program (for example, drug benefits and medical aids)
- Private school tuition and day care fees associated with programs that are not autism-specific and are not delivered based on the principles of Applied behaviour Analysis
- Vehicle purchases, leases and rentals
- Website advertising costs associated with finding qualified professionals
- Investments, including contributions to Registered Retirement Savings Plan (RRSP), Registered Disability Savings Plan (RDSP), and Registered Education Savings Plan (RESP)
- Ongoing costs associated with the care of certified service or guide dogs, (for example, food, treats, toys, veterinary care and grooming) and fees associated with registering or purchasing a service dog from an organization that is not a recognized accredited training facility
- Any services and supports delivered by a primary caregiver¹ regardless of residence, or a child under the age of 18 years
- Cancellation fees for autism service and supports due to missed or cancelled sessions

If families are not sure if a service or support is eligible for purchase using a Childhood Budget or have questions, they are encouraged to discuss it with an Ontario Autism Program representative. To contact a representative please email oap@ontario.ca or call 1-888-444-4530.

Families can also visit our ministry website: www.ontario.ca/autism for more information and frequently asked questions about eligible and ineligible expenses.

Funding provided to families through Childhood Budgets must only be used to purchase eligible expenses to support children and youth with autism and their families, as set out in this document, which may be amended at any time in the ministry's sole discretion, and as may otherwise be communicated by the ministry.

Families are required to account for the use of funds by submitting documentation and proof of payment to the Ministry for reconciliation. When completing the reconciliation

¹ A primary caregiver can be the child or youth's parent, legal guardian, children's aid society, or any person providing kinship service or customary care.

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process, families will be required to complete an OAP Childhood Budget Expense Form and submit expenses based on the step by step instructions included in the form, no less than one month, or 30 days prior to your next annual renewal date. The annual Childhood Budget renewal date is one year from the date of the current funding agreement.

The ministry may suspend or terminate funding where the individual receiving or managing an OAP Childhood Budget does not comply with the terms and conditions of the funding agreement.