

## TIPS

It may take up to one hour to complete the application forms. Whether applying online or in person you will need the following:

- Your Social Insurance Number
- Your ROE (unless submitted electronically by your employer to Service Canada directly)
- Personal identification – ONLY if applying in person (e.g., driver's licence, passport, birth certificate)
- Your complete bank information (e.g., a voided cheque) ONLY if you would like direct deposit

If sharing the benefits with other family members, you must agree on how many weeks each of you will take before applying.

Be sure to apply as soon as you stop working even if you do not have your ROE, as a delay in filing your claim beyond four weeks after your last day of work may cause a loss of benefits.

The EI office will begin processing your application once ALL your documents are received.

You can combine compassionate care benefits with other types of EI benefits, however, the type of other benefit may make a difference to the length of your claim.

## NOTES

## RESPONSIBILITY

It is your responsibility to notify EI of any changes to your health or income. Failure to do so could result in your file being suspended or you may be required to repay benefit funds.

For more information:  
visit [www.servicecanada.gc.ca](http://www.servicecanada.gc.ca), or call the EI Telephone Information Service

- 1-800-206-7218
- TTY: 1-800-529-3742

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For more information, please contact your

- Hospital Social Worker or
- POGO Pediatric Interlink Community Cancer Nurse

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## Employment Insurance (EI): Compassionate Care

**POGO**  
PEDIATRIC ONCOLOGY GROUP OF ONTARIO

COLLABORATING FOR KIDS  
WITH CANCER SINCE 1983

## EMPLOYMENT INSURANCE (EI): COMPASSIONATE CARE BENEFITS

Yes No

Are you eligible?

<input type="checkbox"/>	<input type="checkbox"/>
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Have you submitted the right information?

<input type="checkbox"/>	<input type="checkbox"/>
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Do you know your responsibilities?

<input type="checkbox"/>	<input type="checkbox"/>
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Other brochures in this series:

Employment Insurance (EI): Sickness Benefits

Short-Term Disability Benefits

Long-Term Disability Benefits

## EMPLOYMENT INSURANCE (EI): COMPASSIONATE CARE BENEFITS

Employment Insurance (EI) is a government-based wage protection program that provides compassionate care benefits if you are unable to work because you must provide care for a gravely ill loved one. (This is different from EI sickness benefits which are provided if you yourself are sick, for physical or psychological reasons, and are unable to work.)

Should your child with cancer become gravely ill, and not be expected to survive, you may be required to be absent from work to provide care or support to your child. Depending on where you work, you may be able to receive compensation for lost wages through this program.

## AM I ELIGIBLE FOR EI COMPASSIONATE CARE BENEFITS?

To be eligible, you must show:

- that you will be providing psychological or emotional support, arranging for care by a third party or directly providing or participating in the care of your child;
- that your regular weekly earnings from work have been decreased by more than 40%; and
- that you have contributed into the EI program and have worked a minimum of 600 insurable hours in the past 52 weeks or since the start of your last EI claim.

These benefits can be shared with other family members, who must apply on their own and meet the eligibility requirements.



## Ease Your Burden with Compassionate Care . . .

### HOW DO I APPLY?

- 1) Submit an EI application online or in person at your Service Canada Centre.
- 2) Request your Record of Employment (ROE) indicating your insurable earnings for the last 52 weeks.

As proof that the ill family member needs care or support, two forms must be submitted:

- 1) **Authorization to Release a Medical Certificate** - to be completed and signed by the gravely ill person or their legal representative.
- 2) **Medical Certificate for Compassionate Care Benefits** - to be completed and signed by the medical doctor of the gravely ill person to confirm a significant risk of death within 26 weeks.

The application and required forms can be obtained/completed online ([www.servicecanada.gc.ca](http://www.servicecanada.gc.ca)) or in person at your local Service Canada Centre.

### NOTES

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### HOW WILL I BE PAID?

- The basic benefit is 55% of your average insurable earnings up to a weekly maximum.
- Average insurable earnings are calculated on a combination of factors: your pay over the last 26 weeks, the number of weeks you worked in the 26-week period and the rate of unemployment in your region.
- Benefits are paid for a maximum of six weeks within a 26-week period and cease should your loved one die during this time.
- There is a two-week waiting period in which no benefits will be paid.
- Your first payment will usually be received about four weeks after applying.
- Low-income families with children may receive a higher benefit up to 80% of average insurable earnings through EI's Family Supplement.