

**WILDROSE POLIO SUPPORT SOCIETY  
REIMBURSEMENT PROGRAM  
POLICY & PROCEDURE**

**November 1, 2023**

The Wildrose Polio Support Society [WPSS] Reimbursement Program was created to assist members who have exhausted other sources of financial assistance for therapies, aids and devices so that they can maintain independence, mobility and quality of life.

The money for this program is available from the Casino fund. Note that there are other programs also run through the Casino Account. The amount of money provided by the AGLC is variable and is not a guaranteed amount.

**NOTE: (explanation for varying reimbursement amounts from year to year)**

*Funding for this program is derived from the AGLC Casino program for charitable organizations. As one of these organizations WPSS members get to act as volunteer casino workers for one event every 18 months, approximately. The money generated at these casino events is divided into quarters/year, so we are grouped in with all other charities working in a particular quarter. All monies generated in that quarter are lumped together and then divided equally among all participating charities for that quarter. The amount of money we receive will vary from session to session. Because we are never sure of the actual amount of money available to us, we have to revise our budget to fit this disparity of income. As a result, the amount of money available for the reimbursement program will vary year to year. We factor in the average number of applicants for funding that we get from year to year to arrive at a number for the actual amount available per person/year. In the past several years this has been \$425.00/year (2018 – 2021).*

***Effective November 1, 2023, the per polio survivor member/year amount will be \$1500.00.***

*All requests for reimbursements must comply with AGLC guidelines and are therefore reviewed by the board. The board may ask for a "statement of justification" from an applicant to support their reimbursement claim. Final*

*approval of a reimbursement claim will always be at the discretion of the board of directors.*

### **Who is Eligible?**

– must be a regular member in good standing with the society [is a current member]

#### *Bylaw .1.02*

1. *Regular Members are those that reside in Alberta in a geographical area that includes the City of Red Deer and north of Red Deer. Regular Members shall be eligible for any reimbursement programs provided by the Society.*
  - The applicant must have exhausted all benefits available to the member and all those from his/her spouse. This includes insurance/health plans, and Aids to Daily Living
  - Must provide documentation from Aids to Daily Living if they do not cover [either fully or partially] the cost of the treatment/aids & devices
  - **A special note about membership.** To receive benefits for a service or aids and devices the membership must be valid at the time of the purchase. The reimbursement payments are made based on the fiscal year which is November 1<sup>st</sup> to October 31<sup>st</sup>. The membership year is January 1<sup>st</sup> to December 31<sup>st</sup>.
  - **Example 1.** A member paid their 2018 membership fees. They then submit a membership renewal on March 1<sup>st</sup>, 2019, along with a reimbursement claim for November 2018. The reimbursement is paid because the individual was a member in good standing in December 2018.
  - **Example 2.** A member paid their 2018 membership fees. They then submit a membership renewal on March 1<sup>st</sup>, 2019, along with a reimbursement claim for January 2019. This claim will not be paid because the individual was not a member in good standing at the time of the purchase of the service.

### **How to apply.**

- Ensure that you meet the criteria above and have documentation on file with the Society and from Aids to Daily Living where appropriate.
- Complete the claim form (available on the back page of each edition of the Polio News and at [Reimbursement-Form-2022.pdf \(polioalberta.ca\)](#))
- Services/purchases must be claimed in the month they are delivered. This means that you must be a member in good standing at the time of the purchase [see 'A special note about membership' above] and that the dates of the services/purchases were made within six months of the date of the claim.
- All claims must be supported with original receipts or electronically submitted copies of same

### **What else should I know?**

- A list of therapy, aids and devices is attached to this policy.
- All applications will be reviewed by the board of directors. The board has the final decision about approving or declining the claim.
- It will usually take two to three months before a cheque is delivered for a successful claim.
- Casino funds are not guaranteed and therefore may fluctuate from year to year. The board will review the Casino budget towards the end of each fiscal year and will set the amount that a member may use in that next year. Every attempt will be made to publish the revised amount in the October edition of the Newsletter.

### **Special situations that you should be aware of.**

- If you need to buy two pairs of shoes [to accommodate leg braces, foot braces or different sized feet] the program will pay for one pair of shoes only.
- Items valued at \$500.00 or more such as stair lifts, scooters etc. [see list of aids and devices].
  - A member is only permitted to be reimbursed for one of these items within a 5-year period: for example, you purchased a porch lift in 2001. If you submit a request for a porch lift in 2019 your application will be considered but if you made that request in 2004 it would automatically be rejected. You can, however, submit a claim for another item valued at \$500.00 or more within this 5 year time frame.[e.g. scooter].

## **SERVICES ELIGIBLE FOR REIMBURSEMENT.**

### **Therapy**

- Physiotherapy
- Craniosacral
- Massage Therapy
- Chiropractic
- Acupuncture
- Foot Care Therapy
- Physical Fitness Facility and Coaching Fees

### **Aids and Devices**

- Limb braces, Crutches, Canes
- Repairs for wheelchairs, scooters, bath lifts etc.
- Shower and bath assists
- Bath lifts, shower chairs, grab bars,
- Oxygen canister refills
- CPAP breathing devices/aids
- Custom made shoes
- specialty orders
- Buying of two pairs of shoes [different sizes to accommodate leg braces and foot sizes [reimbursement is for one pair of shoes only]
- Support hose [stockings]
- The required personal payment portion of purchase that Aids to Daily Living does not cover.
- Replacement batteries for assistive devices [power wheelchairs, scooters etc.]
- Wheelchair cushions
- Exercise Equipment

### **Items Valued at \$500.00 or Higher**

- Bath lifts
- Ceiling track systems
- Part payment [as per reimbursement policy] for scooters, electric wheelchairs, stair lifts
- Porch lifts
- 'Easy stand' chairs
- Ramps

Revised June 8, 2022