



Community Connections Support Services

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Home Share Transitions

When someone is moving in or out of your home, please remember the following:

- **Change of address for the individuals income/ assistance cheque**
The individual must attend with the Ministry of Housing and Social Development office to request a change of their monthly rent/ board cheque to the new caregiver's name and address. This should be done early to avoid delay in payment. For some individuals, support with this must be given by the new Home Share Provider
- **Completing/ reviewing the Personal Items Inventory form**
(keep a copy for individual, one for new Home Share, one for your records)
- **Complete/ update the individual's Health Care Summary**
(keep a copy for your records and one for new Home Share provider)
- **Provide a copy of the individuals most recent support plan/goals**
- **Also consider the need to make a change of address for the following:**
 - Doctor
 - Specialists
 - Dentist
 - Family
 - Other support agencies (day program, respite)
 - Public Trustee and Guardianship office (if appropriate)
 - Banking information
 - Pharmacy for medications
 - Update BCID
 - Update wallet/ purse personal ID