

INFORMATION FOR INCOME TAX FILERS

Starting in 2009, an individual tax filer may claim \$1,020 per full year for providing unpaid care to a neighbour, friend, or relative. The credit is claimed on form MB479 of the income tax return after an application to establish care levels and designate a care giver has been approved and a caregiving log for the tax year has been maintained. Note the following conditions:

- Prior to claiming the tax credit, the care recipient must designate one sole caregiver, and together the caregiver and care recipient must apply and receive approval for participation.
 - If the care recipient is a client of the Children's disABILITY Services or Community Living disABILITY Services (both programs of MB Family Services and Consumer Affairs), application must have been made through that program;
 - Otherwise the application must have been made through the Regional Health Authority in which the care recipient lives;
 - Care recipients who do not live in an area officially under the jurisdiction of a Regional Health Authority are not eligible.¹
 - To be eligible, the care recipient must live in Manitoba in his or her own private home (not in an institution such as a hospital or personal care home), and must require care at Level 2 or higher using the criteria of the Manitoba Home Care program or equivalent.
 - Assessment of the care level required by the care recipient is part of the application approval process. For any period of time from Oct 1, 2008 to actual enrolment in Home Care or a FSCA program, the assessment must be completed by a health care professional using the Level of Care Equivalency form. For example – care recipient was accepted as a Home Care client in June 2009. If the caregiver provided care prior to this time, a health care professional must complete the Equivalency form for that prior time period.
- An approved caregiver receives an official log form, on which interruptions in caregiving, are to be tracked on an ongoing basis throughout the year; this log, together with the approved application or letter of approval must be kept up to date and retained for inspection in case of audit.
- To be eligible, the caregiver designated by the care recipient must reside in Manitoba on December 31 of the tax year, and must be available and willing to serve. Caregivers must not have received any remuneration for providing care to the care recipient in question. The caregiver need not live with the care recipient, nor do they need to be related. Caregivers who also receive social assistance are eligible to claim the full credit without reduction.² Each care recipient can designate only one caregiver at a time.
 - Only one credit can be claimed per care recipient for any given period during the tax year.
 - A change in the caregiver designated by a care recipient requires a new application and a three-month qualification period by the new caregiver.
- Using the log, the amount of \$1,020 is prorated to cover the portion of the year during which care was provided, after a qualification period of three months;
 - Interruptions, such as temporary hospital stays or vacations, must be recorded on the log if they exceed 14 days.
 - The earliest date of caregiving recognized by the Primary Caregiver Tax Credit is October 1st, 2008; accordingly, an approved caregiver who has provided care continually since before that date may claim up to a full year for 2009.
- One caregiver may claim a maximum of three care recipients at any one time period, for a total tax credit of up to \$3,060 per full year. The three-month qualification period applies separately to each care recipient.
- Where a Primary Caregiver tax credit was not claimed when the return was originally filed, an adjustment request can be submitted to Canada Revenue Agency along with supporting documentation i.e. copies of the approved application or approval letter, the caregiver log and Page 3 of the MB479 showing the calculation of the tax credit and the completed caregiver worksheet. See <http://www.cra-arc.gc.ca/E/pbg/tf/t1-adj/t1-adj-08e.pdf> for the T1-ADJ form.

¹ Caregivers living on a reserve are eligible to claim the tax credit for care provided to care recipients who live off the reserve.

² This tax credit is not counted as income in the calculation of the caregiver's social allowance.