

## INFORMATION FOR INCOME TAX FILERS

An individual tax filer may claim up to \$1,400 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 Children's disABILITY Services or Community Living disABILITY Services (both programs of MB Family Services), 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.<sup>1</sup>
  - 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 prior 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 October of 2016. If the caregiver provided care for six months prior to this time, a health care professional must complete the Equivalency form for that prior time period.
  - An approved caregiver is to record throughout the each year any interruptions in caregiving (such as hospital stays or vacations) greater than 14 days on the log form. This log, together with the approved application or letter of approval must be kept up to date and retained in case it is needed to substantiate your tax credit claim.
- If service by a caregiver to a care recipient continues uninterrupted into a second or subsequent calendar year, the initial three-month qualification requirement is not repeated.
- At the end of the calendar year, the log is used to prorate the amount of \$1,400 by the portion of the year during which care was provided, after a qualification period of three consecutive months and after interruptions exceeding 14 days are subtracted;
- 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.<sup>2</sup> 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.
- One caregiver may claim any number of care recipients at any one time period. However, the total tax credit can be no more than \$1,400 per full year. The three-month qualification period applies separately to each care recipient.
- Eligibility for this credit begins in the year that the application is submitted to the assessing authority (i.e., a Regional Health Authority or the Department of Families).

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

<sup>2</sup> This tax credit is not counted as income in the calculation of the caregiver's social assistance.