

**Response to Applicant – Full Disclosure
Form 4A**

September 18, 2019

Section 40(1)



Section 40(1)

Dear [REDACTED]:

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act File #: CSSD/53/2019

On August 26, 2019, the Department of Children, Seniors and Social Development (CSSD) received your request for access to the following records/information:

"I am seeking the current number of kinship providers in this province (list short term and long term separately), broken down by nearest CSSD office. I am also seeking a dollar figure of how much money is being spent on kinship providers (including basic rate, respite, other CSSD financial supports); I am seeking an overall cost number for each CSSD office. In order to determine cost, I would like the time period to go from Jan 1, 2018 to Jan 1, 2019. If a kinship provider ended service during this time, please include the cost incurred up to that point in the figure provided for each office."

I am pleased to inform you that a decision has been made by the Deputy Minister for Children, Seniors and Social Development to provide access to the requested information.

On August 29, 2019, there was an attempt made to contact you by email to clarify the request; however, no response or direction was received from you. Please note the Department proceeded with the processing of your request and made the following adjustments to your request, based on availability of records:

- Kinship providers are referred to as kinship homes within the Department.
- Kinship homes are not categorized as long-term or short-term; therefore, it is not captured in the responsive records.
- Data is broken down by regions throughout the province.
- Financial information covers the timeframe January 1, 2018 to December 31, 2018.
- Financial information on kinship homes can only be provided under the following headings:
 - Region
 - Basic Rate Total
 - Other Total
 - Overall Total

- Data is not aggregated in a manner whereby spending on respite can be distinguished from other funding. The heading “other” refers to funding provided as a whole for services, including but not limited to respite, childcare, dental, vision and transportation.

In an effort to provide you with as much information as possible and protect the privacy of children, youth and families currently involved with the Department, the breakdown of approved kinship homes is by region, not closest CSSD office to the home's location as requested. Please note all numbers are rounded to the nearest five to protect the privacy of children, youth and families; figures may not sum to total because of rounding.

Table 1: Number of Approved Kinship Homes as of August 24, 2019

| Region | Conditional Approval | Final Approval | Total |
|------------------|----------------------|----------------|------------|
| St. John's Metro | 20 | 170 | 190 |
| Central West | 10 | 150 | 160 |
| Labrador | 25 | 15 | 45 |
| Total | 55 | 340 | 395 |

Table 2: Funding for Kinship Services Program for Fiscal Year 2018

| Region | Basic Rate Total | Other Total | Overall Total |
|-------------------------|-----------------------|-----------------------|-----------------------|
| St. John's Metro | \$1,200,938.98 | \$2,204,842.30 | \$3,405,781.28 |
| Central West | \$1,144,931.37 | \$2,327,915.26 | \$3,472,846.63 |
| Labrador | \$422,253.39 | \$1,043,096.44 | \$1,465,349.83 |
| Provincial Total | \$2,768,123.74 | \$5,575,854.00 | \$8,343,977.74 |

Additional information pertaining to the Kinship Services Program, including breakdown of monthly basic rates across the province, is available to the public and can be located under CSSD on the Newfoundland and Labrador Government website at https://www.cssd.gov.nl.ca/publications/pdf/childcare/protection_care_policy_manual.pdf.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the *Access to Information and Protection of Privacy Act* (“the Act”). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

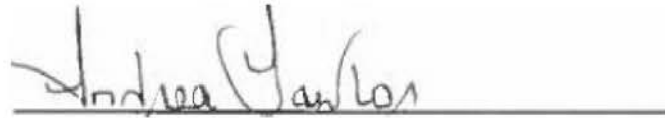
Office of the Information and Privacy Commissioner
 2 Canada Drive
 P. O. Box 13004, Stn. A
 St. John's, NL A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the *Act*.

If you have any further questions, please feel free to contact me by telephone at (709) 729-6370 or by email at andrealawlor@gov.nl.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea Lawlor", is written over a horizontal line.

Andrea Lawlor, B.A., B.S.W. (Hons), R.S.W.
Program and Policy Development Specialist / ATIPP Coordinator

Access to Information and Protection of Privacy Act

Access or Correction Complaint

42. (1) A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52 (1) or 53 (1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to

(a) a request that is disregarded under section 21 ;

(b) a decision respecting an extension of time under section 23 ;

(c) a variation of a procedure under section 24 ; or

(d) an estimate of costs or a decision not to waive a cost under section 26 .

(9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.

Direct Appeal to Trial Division by an Applicant

52. (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42, the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner's refusal under subsection 45 (2).