



Prevention Program Application Form

Inquiry Date: _____

Client Information:

Name: _____ Date of Birth: _____

Marital Status: _____ Partner's Name: _____

Phone Number: _____ Email Address: _____

Have you received services from:

Safe Harbour Society

Outreach Centre

YMCA

McMann

Canadian Mental Health Association

Red Deer Native Friendship Society

Living Accommodations:

1) **Where are you currently staying:** _____

What city: _____

2) **Type of living accommodation:** Townhouse/Duplex/4-Plex Apartment
Detached Home Room Rental Hotel/Motel Other: _____

3) **Are you currently homeless:** No Yes If yes, how long? _____

4) **Have you been homeless before:** No Yes
If yes, the last time? _____ For how long? _____

5) **Are you facing eviction:** No Yes
If yes, do you have the paperwork to confirm this? _____

Eviction Date: _____ Length of time in rental: _____

How much is rent: _____ How much are your arrears: _____

Are your utilities included: No Yes

Consent to contact Landlord No Yes

Landlord Name and Phone Number: _____

History of your last 5 years of housing:

| | |
|---|---|
| 1 | Address: _____ City: _____ Was your name on the lease: Yes No How long did you live there: _____ Reason for leaving: _____ |
| 2 | Address: _____ City: _____ Was your name on the lease: Yes No How long did you live there: _____ Reason for leaving: _____ |
| 3 | Address: _____ City: _____ Was your name on the lease: Yes No How long did you live there: _____ Reason for leaving: _____ |

Current Situation

What led you to be in the situation you are in now?

Please describe your current situation and why you are homeless/facing eviction.

Current Situation

- 1) **Do you have a trustee or guardian?** No Yes If yes, please provide more information
- Trustee Guardian Name: _____
- Phone: _____ Email: _____
- 2) **Do you have dependents?** No Yes If yes, how many? _____
- What are the ages: _____
- 3) **Are Child & Family Services involved?** No Yes
- 4) **Do you have any pets?** No Yes If yes, how many? _____
- What kinds: _____
- 5) **Do you have a vehicle:** No Yes
- 6) **Do you have vehicle payments:** No Yes
- 7) **Are you willing to participate in service planning, which includes up to 3-6 months of occasional follow-ups with a case worker in the office and at times, in your home:** No Yes
- 8) **Monthly Income:** _____
- 9) **What is your source of income:**
- Employment AISH Income Support CPP Old Age Pension**
- Employment Canada Child Other:**
Insurance Benefit _____
- 10) **Is your AISH/Income Support under review?** _____
- 11) **How did you hear about our program?** _____

Office Use Only:

Other Notes/Referrals Made:

Screening Outcome:

Appointment Booked:

Screening Completed By:



Obtain & Release Consent

I, _____ authorize the Homeless Prevention staff to obtain and release information to the following organizations listed below in accordance with the freedoms of information and privacy act.

HIFIS Database

Shelter Diversion Safe Harbour Society

Shelter Diversion Mustard Seed

Prevention Program Native Friendship Program

Prevention/Diversion Program Shining Mountains

Client signature: _____ Date: _____

Print (type) Name: _____

Prevention Worker Signature: _____

Consent to Disclose Personal Information

PARTICIPANT FORM

Housing & Homelessness Support Services

Location of Signing: _____ Date: _____

Agency/Organization

Participant(s):

I/We

(Print Name of Participant – 16 years or older)

(Print Name of Co-Participant, if applicable)

I have reviewed and understand the Frequently Asked Questions document and consent to share personal information within Red Deer's Housing & Homeless Serving System.

I understand my personal information may be used:

- To assist me and/or my family in finding and maintaining stable housing.
- By collaborating agencies as they work together to provide services.
- Through the Coordinated Access Process (CAP) Committee, where agencies providing services collaborate to prioritize individuals and families for housing services and support.
- For statistical purposes, to support policy analysis, research, and the evaluation of existing homelessness-related policies and programs.

Personal information is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information and Privacy Protection (FOIP) Act.

Consent to Disclose Personal Information FREQUENTLY ASKED QUESTIONS

Housing & Homelessness Support Services

The City of Red Deer works with several service areas to help individuals and families at risk of or experiencing homelessness. These services include:

- Outreach and Intake
- Homelessness Prevention
- Homelessness Diversion
- Housing Support Programs
- Emergency Shelters
- Transitional Housing
- Permanent Supportive Housing
- Housing Management Bodies
- Health, Harm Reduction and Recovery Services

Why is information shared?

We collect and share information to connect individuals and families to housing services and supports. Sharing information:

- Reduces how often you need to tell your story
- Helps agencies work together to support you
- Ensures services are smooth, complete, and connected
- Tracks system progress and helps improve it

What information is collected?

We collect your name, age, gender, income, health, and housing information to connect you to services better.

What is shared?

Basic details like your name, age, gender, and basic housing information are visible to all service areas with database access.

More detailed information, like health records, housing assessments, and case notes, is shared with agencies directly supporting you.

Some services use the "Coordinated Access Process" (CAP) to match you to supports. CAP helps agencies prioritize housing services for individuals and families based on need

Consent to Disclose Personal Information FREQUENTLY ASKED QUESTIONS

Housing & Homelessness Support Services

How is information stored?

When you give consent, agencies create a file for you and add your details to the Homeless Individuals and Families Information System (HIFIS) database. Some agencies may ask for additional consent forms to explain how they collect, use, and store information.

Who is my information shared with?

All listed service areas can access the database, but only specific types of information are visible based on the services you need.

Information may also be shared with current program funders or community partners. This is for statistics, research, and policy development to improve homelessness services.

At any time, you can ask for a list of community partners and current program funders who may access your information. Contact the City of Red Deer's Social Wellness & Integration Supports team at housing@reddeer.ca or call 403-342-8342 (8 a.m.–4:30 p.m.)

Services without consent?

Sharing your information is voluntary. If you do not give consent, you can still access basic emergency services. However, some housing supports may need agencies to share information to work together.

Removing Consent?

Yes, you can withdraw your consent anytime by telling any organization in the Housing and Supports system. After you do, staff can no longer update your file, but already shared information will still be visible.

You can sign a new consent form anytime to access supports again. If you have questions or complaints, contact Social Wellness and Integration Supports at housing@reddeer.ca or call 403-342-8342 (8 a.m.–4:30 p.m)