



TA'AN KWÄCH'ÄN COUNCIL FINANCIAL POLICY AND PROCEDURE

Section 1.0 MEDICAL EMERGENCY FUND

Effective Date: 23 March 2005
Last Amended: 29 March 2007

PURPOSE To provide financial assistance to Ta'an Kwäch'än citizen for the travel associated with medical emergencies.

DEFINITIONS In this policy

"citizen" means a person enrolled as a citizen of the Ta'an Kwäch'än Council pursuant to the *Constitution of the Ta'an Kwäch'än Council, Schedule I, Ta'an Kwäch'än Council Citizenship Code*;

"immediate family" means immediate family pursuant to the *Government Administration and Interpretation Act* (Ta'an Kwäch'än Council), 2005, c.1;

"last resort" means that no funding is available from other sources;

"medical emergency" includes evacuation and critical medical and, or, life threatening conditions; and

"travel related expenses" includes airfare, accommodation, meals and incidentals.

POLICY The Medical Emergency Fund shall be established each fiscal year subject to the overall TKC operating budget.

Ta'an Kwäch'än citizens may apply to the Medical Emergency Fund for financial assistance towards travel related expenses that are associated with medical emergencies in the immediate family.

For greater certainty, medical emergency financial assistance under this policy may be available only to those Ta'an Kwäch'än citizens who reside in the Yukon.

A health care professional shall confirm, in writing, that the medical emergency is genuine.



TA'AN KWÄCH'ÄN COUNCIL FINANCIAL POLICY AND PROCEDURE

Section 1.0 MEDICAL EMERGENCY FUND

Effective Date: 23 March 2005
Last Amended: 29 March 2007

TKC shall approve financial assistance towards travel related expenses of one family member only and, if required, additional assistance for one escort.

The Medical Emergency Fund is a last resort and TKC shall not approve applications if other sources of financial assistance are available.

For travel inside the Yukon, TKC may approve assistance up to a maximum of \$1,000.

For travel outside the Yukon, TKC may approve assistance up to a maximum of \$2,000.

The Manager of Health and the Executive Director shall review all applications for emergency financial assistance and the Executive Director's decision to approve or decline an application shall be final.

PROCEDURE

Applicants shall complete an application form (Appendix A) to request financial assistance or, alternatively, may telephone the Health and Social Department and complete the application form over the telephone.

All supporting documentation shall be supplied to the Manager of Health before a decision can be made.

The Manager of Health shall review the request immediately upon receipt of the completed application form and determine the amount of assistance required based on the information provided.

The Manager of Health shall document the decision on the form and notify the applicant immediately.

The immediate family shall designate who may access the funds on behalf of the family.

In the case exceptional circumstances apply, a request for financial assistance shall be reviewed by both the Manager of Health and the Manager of Finance.