



Paratransit Application Form

Include to your demand, the following (3) documents below:

Application form	Age proof	Id Photo
<ul style="list-style-type: none">• Mandatory signatures• Legible• Complete all section• Important – If a section doesn't apply to you, write N/A (not applicable), or check the box « No » for the sections that suggest it.	<ul style="list-style-type: none">• Copy of your birth certificate• Copy of your health insurance card	<ul style="list-style-type: none">• Recent (- 6 months)• Color• Passport format (Head and shoulders photo)• You can use a mobile device to take your photo.



Submit the application form in one shipment including proof of age and photo.

If a document is incomplete, missing, or illegible, it will be returned.

School transportation for elementary and secondary students is not allowed.

If concerned, join the document below:

- Photocopy of birth certificate for your children under 14 years old, if you want to travel with them.
- Autonomy certificate and/or the equipment information form.

Eligibility policy of the Ministry of Transportation Quebec:

<https://www.quebec.ca/en/transport/paratransit>

Send your form :

By mail : Do not send by registered mail

EXO – Montreal north shore

83, Turgeon Street, 2nd floor
Sainte-Thérèse (Québec) J7E 3H7

EXO – Montreal south shore

255, Laurier boulevard
McMasterville (Québec) J3G 0B7

By email : admission-ta@exo.quebec

Question : 1-877-433-4004 | exo.quebec

Application for admission to transport adapté

1. Eligibility criteria

A - Be a handicapped person, that is, - a person with a deficiency causing a significant and persistent disability, who is liable to encounter barriers in performing everyday activities. -

B - Have permanent mobility limitations that justify the use of adapted services.
Therefore, temporary limitations (example : broken leg) cannot be used to apply for an admission.

You can consult the Eligibility Policy for Paratransit on the website of the ministère des Transports au www.mtq.gouv.qc.ca, under the heading – Persons with Disabilities. –

2. Steps

Part 1 : to be filled out by an **applicant**

Part 2 : to be completed by a **health care or educational professional** in accordance with the nature of the applicant's diagnosis. Examples :

TYPES OF DIAGNOSES	
<p>Motor or organic disability, for permanent wheelchair-users: occupational therapist, physiotherapist, physical rehabilitation therapist.</p> <p>Classification, level, be it cardiac, pulmonary, Parkinson, Alzheimer, TBI, and others: medical specialist, occupational therapist, physiotherapist.</p> <p>In all other cases: occupational therapist, physiotherapist, or physical rehabilitation therapist.</p>	<p>Intellectual impairment / A.S.D.: special needs professional, psycho-educator, psychologist or social worker.</p> <p>Visual impairment: optometrist, orientation and mobility specialist, visual impairment rehabilitation therapist.</p> <p>Psychological impairment: occupational therapist, everyone working in the psychological impairment field.</p>

3. Be sure to join with your application

- Completed and signed application form;
- Proof of age (photocopy of your birth certificate or health insurance card);
- One (1) recent passport size phot with the identification of the applicant on the back.

NO OTHER APPLICATION FORM CAN BE USED TO REQUEST AN ADMISSION AT TRANSPORT ADAPTÉ



To be filled out by the eligibility officer

File number

Date of receipt of the application Year Month Day

Part 1 - General Information

An application is to be completed by the applicant, by a person designated by the applicant or by the applicant's legal representative, where the applicant is unable to act. **Any incomplete or illegible application will be returned to the applicant, which delays processing of the application.** The confidentiality of the information conveyed will be maintained under the *Act respecting Access to documents held by public bodies and the Protection of personal information*. The information on the application is for the sole use of the eligibility committee.

SECTION 1

Information on the applicant

PRINT (REQUIRED)

Family name					First name						
Family name at birth (if different)											
Home address		No.		Street				Apt. No.			
Municipality								Postal Code			
Name of residential facility (if applicable)									Room No.		
Telephone	Area code		Number			Work	Area code		Number	Extension	
Home											
Cell	Area code		Number			Fax	Area code		Number		
Email address											
I agree to receive information or offers from my paratransit service provider <input type="checkbox"/> Yes <input type="checkbox"/> No											
Date of birth		Year		Month		Day		Gender		Weight	Height
								<input type="checkbox"/> Female <input type="checkbox"/> Male			
Language spoken	<input type="checkbox"/> French	<input type="checkbox"/> English	Other means of communication								
	<input type="checkbox"/> Other, specify: _____		Specify: _____								

SECTION 2

Questions relating to paratransit eligibility and to the type of accompaniment.

1 Why are you applying for paratransit eligibility?

2 Is there regular public transit service in your municipality?

- No Yes ► If **yes**, are you able to use it?
 No ► State the reasons for that inability. _____

- Yes
- Do not know

3 If you are declared eligible for paratransit, will you need the help of someone on board the vehicle (example: for repositioning) during your trip?

- No Yes ► If **yes**, what kind of assistance? _____

4 A. If you are declared eligible for paratransit, will you require the use of mobility aids during your trips on paratransit?

- No Yes

B. Specify the aid(s) required.

- Walker ► folding non-folding Three-wheeled scooter or four-wheeled scooter
 Rolling walker Wheelchair ► motorized
 Cane ► Specify the type: _____ manual (rigid)
_____ manual (folding)
- Crutches Other ► Specify: _____

- Guide dog or assistance dog
(certified by a recognized school)

C. Specify the aid that you will most frequently use:

D. Do you require bottled oxygen during your trips on paratransit?

- No Yes

5 Do you have dependent children under the age of 14?

- No Yes ► State the name and date of birth of each.

Family name	First name	Date of birth		
		Year	Month	Day
_____	_____	_ _	_	_
_____	_____	_ _	_	_
_____	_____	_ _	_	_

SECTION 3

References and signature

1 Is there a professional other than the one completing the attestation of disability (Part 2 of the form) the eligibility committee could reach, if necessary, to facilitate the study of your application?				
Family name			First name	
Position			Name of facility (if any)	
Telephone	Area code	Number	Extension	Prof. licence No. (if any)

2 If the applicant is not the person completing this Part, give the name of the person who does so on his or her behalf.						
Family name			First name			
Telephone	Area code	Number	Work	Area code	Number	Extension
	Home					
	Cell	Area code	Number	Relationship to applicant		
Name of facility (if any)						

3 Person to contact in case of emergency.						
Family name			First name			
Telephone	Area code	Number	Work	Area code	Number	Extension
	Home					
	Cell	Area code	Number	Relationship to applicant		
Name of facility (if any)						

Applicant's authorization

I certify that the information provided is accurate. I understand that a false statement could lead to the rejection of my eligibility application or the withdrawal of my paratransit eligibility. I hereby consent to have the eligibility committee review all the information provided on this form and in any supporting documents. I also authorize the committee to contact any person indicated in Question 1 of this Section, and the persons completing Part 2 of the form or any other attestation submitted with the application, for the purpose of validating the information conveyed or for obtaining further information, as required. I understand that, if I am declared eligible, only the information necessary for my travel, my safety and my comfort will be disclosed to paratransit service providers.

Signature required

Applicant's signature

Signature of representative on behalf of applicant unable to act

Date (YYYY-MM-DD)

You may append additional information in support of your eligibility or your paratransit needs.

Part 2 - Attestation of Disability (to be completed by a professional)

Please ensure that this part is properly filled out, otherwise processing of the application and access to paratransit service will be delayed.

1 A. What is the principal diagnosis on the applicant's record which causes mobility limitations?

No abbreviation, please.

Since when? _____

Check off and specify, if appropriate, the medical classification of the diagnosis in terms of functional impairment (level, class, stage):

- Intellectual disability ▶ level (mild, moderate, severe, profound) _____
- Respiratory deficiency ▶ class _____ / V
- Cardiac deficiency (New York Heart Association) ▶ class _____ / IV
- Parkinson's disease (Hoehn and Yahr Scale) ▶ stage _____ / V
- Traumatic brain injury ▶ level (mild, moderate, severe) _____
- Alzheimer's disease (Reisberg's Scale or Global Deterioration Scale [DAT]) ▶ stage _____ / 7
- Other ▶ Specify: _____

B. Indicate any other diagnosis related to the need for paratransit service.

2 Does the applicant's condition allow foreseeing a possible recovery?

- No ▶ Explain: _____
- Yes ▶ Indicate the timeframe and explain: within a year _____

- longer than a year _____

3 Does the applicant have one of the disabilities described below?

- No ▶ [Go to Question 11.](#)
- Yes ▶ Check off the applicant's limitations in one or more areas (eligibility criteria).
1. Walk 400 metres on even ground.
2. Climb a step 35 cm high with support or descend without support.
3. Make an entire trip using public transit because of extreme susceptibility to fatigue.
4. Keep track of time.
5. Find one's bearings.
6. Master situations or behaviour that could compromise one's own safety or that of others.
7. Communicate orally or through sign language. N.B.: this limitation alone cannot qualify the applicant for paratransit eligibility.

4 When do the disabilities indicated in Question 3 become apparent (if there is more than one disability, please write down the corresponding numbers from Question 3 in the appropriate boxes)?

- Throughout the year Only in winter Only after dusk
- Only when the applicant faces certain geographic obstacles. ▶ Specify: _____

- Only when the applicant travels with a dependent child under the age of 6.
- When the trip is unfamiliar, overly complex or involves a dangerous intersection.
- Only when the applicant travels for hemodialysis.
- In certain situations or intermittently ▶ Specify: _____

5 Questions that are specific to certain impairments or disabilities: answer only those that are relevant.

A. Motor, neurological or internal organ impairment

Specify, where appropriate, the type of functional assessment conducted and the result:

Berg scale (balance) _____

Other ▶ Specify: _____

1) Ability to walk on even ground (specify)

A) Maximum distance (in metres) that the person can cover _____

B) Time required to cover the distance _____

C) Condition of the person after walking this distance _____

2) Ability to climb a step with support or descend without support (specify)

A) Height of step the person can climb with support _____

B) Height the person can descend from without support _____

C) Limitation observed: range, muscular weakness, pain, balance _____

3) Ability to take regular transit for a round trip

A) At any time ▶ Explain: _____

B) Intermittently ▶ Explain: _____

B. Visual deficiency (check off and specify)

Visual acuity:

Far-sight vision with prescription lens (in metrics):

RE _____ LE _____ Both eyes _____

Visual field:

Under 20° ▶ RE _____ LE _____

Over 20° ▶ RE _____ LE _____

C. Epilepsy

Indicate if the condition is under control with medication:

No ▶ No medication succeeds in fully controlling seizures. Specify: _____

Yes _____

Partially under control ▶ Specify since when: _____

Give specifics on the nature of seizures (types and signs) and any side effects of medication (if applicable):

Do particular situations provoke seizures? Yes ▶ Specify: _____

If the person has severe seizures (with unconsciousness or convulsions), state how many times weekly on average these seizures occur:

If applicable, explain how the person's safety is compromised during travel: _____

D. Severe and persistent mental health problems (complete Section F also, if applicable)

Are the person's disabilities controlled with medication?

No ▶ Specify: _____

Yes _____

E. Cognitive disorders (complete Section F also, if applicable)

Specify if the person has cognitive problems (e.g., understanding, judgment, memory).

F. Behaviour problems

In a transportation situation, could the person exhibit a behaviour problem (impulsiveness, aggressiveness, self-mutilation, runaway risk, etc.) that could be detrimental to his or her own safety or to that of other passengers, of which the carrier should be informed if the person is declared eligible for paratransit?

No

Yes ► Indicate the nature of the problem and how it manifests itself: _____

► Indicate the kind of situation that could lead to a transit-related behaviour problem: _____

G. Communication problems

Can the person communicate?

Verbally

Using signs

With major speech problems

Using gestures

No communication ► Specify: _____

Other ► Specify: _____

6

A. Do the person's limitations require the use of one of the following mobility aids to facilitate travel on paratransit?

None ► Go to Question 7.

Walker ► folding non-folding

Rolling walker

Cane ► Specify the type: _____

Crutches

Guide dog or assistance dog (certified by a recognized school)

Three-wheeled scooter or four-wheeled scooter

Wheelchair ► motorized

manual (rigid)

manual (folding)

Other ► Specify: _____

B. Must the person use this aid?

All the time

Occasionally

Specify: _____

C. Can the person using a manual wheelchair perform a self-transfer to the seat of a vehicle?

No, even with someone's assistance

Yes, without help

Yes, with someone's assistance

D. Does the person require bottled oxygen during paratransit travel?

No

Yes

7

If the applicant is declared eligible for paratransit, will the help of someone on board the vehicle be needed in light of the person's disabilities?

No

No, not if certain measures are taken to alleviate behaviour problems during travel.

► Explain: _____

Yes, temporarily during a period of familiarization of: _____

Yes, all the time. ► Reason: _____

8 Has the person been registered for a course in orientation and mobility, a learning or familiarization process (treatment or behaviour therapy), or to rehabilitation for the purpose of using regular public transit?

- No, because:
- The person does not have the potential. ► Explain: _____
 - The person has the potential, but there is no regular public transit in the municipality.
 - Other ► Specify: _____
- Yes, supervised by: _____ Telephone: _____
- Name of facility: _____
- Start date: _____ Probable duration: _____ End date: _____
- If this initiative proved fruitless, explain the reasons:
- _____
- _____

9 A. Could the person use regular public transit for some travel without accompaniment?

- No ► Reason: _____
- Yes, for all trips.
- Yes, except in certain situations. ► Specify: _____
- Yes, for certain particular trips. ► Specify the origin and destination of those trips:

Origin	Destination
_____	_____
_____	_____

B. Could the person use regular public transit when accompanied?

- No ► Explain: _____
- Yes

10 The information contained in this document concerning the diagnosis and assessment of disabilities comes from:

- An assessment of the applicant. ► Specify the type of assessment, if applicable: _____
- The applicant's record: Diagnosis ► Specify the date: _____
- Assessment of disabilities ► Specify the date: _____
- Other ► Specify: _____

11 How long have you been treating or providing services to that person?

This form was filled out by:

Family name, first name: _____

Position: _____

Telephone: _____ Prof. licence No. (if any): _____

Stamp or seal of the professional or facility

Stamp or seal

I certify that the information provided on (indicate first and family name) Mr. _____ or Ms. _____ is accurate. I understand that a false statement could lead to the rejection of the applicant eligibility application or the withdrawal of paratransit eligibility.

Signature required

Date (YYYY-MM-DD)

You may append additional information you deem necessary in support of this attestation.

THE CONTENT OF THIS FORM IS PRESCRIBED BY THE MINISTÈRE DES TRANSPORTS DU QUÉBEC.



**PARATRANSIT TRANSPORT
AUTONOMY CERTIFICATE FOR TRANSPORT PURPOSES**

Client ID

Full Name : _____

Client no. : _____

Declaration and identification of the declarant (guardian)

I, the undersigned, hereby declare that I am the legal representative of the client identified above.

I certify that this client is independent enough to be left alone and unsupervised:

1. To any requested destination
(Including transfer points)

OR

2. At home only (specify address)

Civic number Street City Postal code

3. Other address (specify address)

Civic number Street City Postal code

I undertake to inform exo of any modification to this certificate, if applicable.

Declarant (Guardian) (write the requested information in block letters) :

Last name : _____ First name : _____

Relationship with the client : _____

Phone Number :

Home : _____ Work : _____ Emergency : _____

I authorize exo to consult any other individual related to the declarant and this certificate.

Declarant (Guardian) signature: _____ Date: _____

Send your form :

exo – MONTREAL NORTH SHORE

83, Turgeon Street, 2nd floor
Sainte-Thérèse (Québec) J7E 3H7

Questions

1 877 433-4004 | exo.quebec

exo – MONTREAL SOUTH SHORE

255, Laurier blvd
McMasterville (Québec) J3G 0B7

By email

admission-ta@exo.quebec

IMPORTANT

Exo would like to remind those concerned that :

- The autonomy certification procedure aims to ensure the autonomy of the customers concerned by this measure while maintaining safe conditions upon arrival at their destination.
- Therefore, when the driver is informed that a client is self-sufficient (at any destination) or that he can be left alone at certain destinations, he is asked to :
 - ✓ Make sure you are at the right address.
 - ✓ Accompany the customer to the door.
 - ✓ Ensure that the customer has entered safely inside the indicated address.

The close cooperation of parents, caregivers and workers who's living with the user is essential to the success of this measure.

Therefore, this form must be signed by the person legally responsible for the client (parent, curator, etc.). When the customer can assume this responsibility, he himself is the signatory of this form.

In all cases, the person responsible will be contacted by a representative of the paratransit service so that the information communicated to exo can be validated. In addition, exo will inform the controller of the concrete implications of this measure.

Initials



PARATRANSIT TRANSPORT

Complete if applicable

Client ID : _____

Reserved for Admission Dept.

ADDITIONAL INFORMATION – EQUIPMENT

Name (block letter)

Date of birth (dd-mm-yyyy)

Address (civic no, street, app, city, postal code)

The customer is responsible for:

- Provide equipment that can be transported without danger.
- The size of the equipment must allow access to the platform.
- The wheelchair must be equipped with a 4 points anchorages security system.
- Anyone who uses a three-wheeled or four-wheeled scooter must transfer to a seat when on board of the vehicle.

➤ IF THESE POINTS ARE NOT RESPECTED, FOR SAFETY REASONS, THE TRANSPORT WILL BE CANCELED AND TRAVEL FEES MAY APPLY.

Weights and dimensions of authorized equipment on lifting platforms or access ramps, depending on the type of vehicles available.

Minibus : **MAXIMUM: 34 in. width | 54 in. length | 1000 pounds** (equipment & customer's weight)

Adapted taxi : **MAXIMUM: 29 in. width | 50 in. length | 800 pounds** (equipment & customer's weight)

*no transport can be provided if the dimensions exceed those mentioned.

Wheelbase 1: Manual Motorized Rigid Scooter 3 or 4 wheels

Width : ____ in cm Length : ____ in cm Weight : ____ po kg

Wheelbase 2 : Manual Motorized Rigid Scooter 3 or 4 wheels

Width : ____ in cm Length : ____ in cm Weight : ____ po kg

I agree to inform exo's paratransit transport of any changes in my condition and/or my mobility aid required.

Client or legal representative's signature

Date