



PACE

(Personal Attendant Community Education)

PACE Facts

What is PACE?

PACE trains able-bodied persons to become Independent Living Attendants (ILA's)

PACE is a recognized curriculum developed, designed and delivered by people with disabilities to promote consumer choice and control over their lives.

Why is PACE needed?

Recognition of the growing population of people with disabilities, combined with their desire for control over their lives, and movement away from institutional living.

What does PACE training include (not limited to)?

- Introduction & Overview
- Independent Living Philosophy/Will to Live
- Personal Health Information Act (PHIA)
- Disability Awareness
- Role of an Independent Living Attendant/Palliative Care
- Infection Control
- Anatomy & Physiology
- Peri-Care
- Bowel & Bladder Routines
- Medication Management
- Communication
- Stress Management
- Body Movement/Positioning
- Mock Routines
- Abuse
- Respiratory
- Home Management
- CPR
- Developing Independence through Nutrition Education (DINE)
- Wound Care
- Personal Hygiene
- Cultural Diversity
- Safety
- WHMIS
- Mental Health
- Assistive Devices
- Nonviolent Crisis Intervention
- Disaster Management
- Environment Awareness
- Employment
- Community Consumer Directed Training

How long is the Training?

The training is five weeks long. It runs Monday to Friday with classes from 9:00AM to 4:00PM daily. Community training hours are in the afternoon and late evenings.

Employment Prospects?

Follow-up surveys indicate over 90% success rate in obtaining employment in this field. Employment opportunities include Self and Family Managed Care, Brokerage, Home Care, Private agencies, and Independent Living Housing models. Wages will vary from \$16.50 per hour.

Student Feedback

"I wish all my professors in college were as passionate about what they taught us like the trainers we have now"

What are the benefits of Consumer Directed Training?

- Improved quality of life for consumers
- Opportunities for employment and more community involvement
- Centralized training united people, organizations, and resources
- Flexibility in provision of support
- Reduced training costs and strain on institutions

Student Feedback

"Hands-on really helps a lot. It prepares us and gives us confidence as future ILA's to do our best in serving future consumers".

Mission Statement

The ILRC is a consumer-controlled organization that promotes and supports citizens with disabilities to make choices and take responsibility for the development of personal and community resources

How Much Does It Cost?

The total course fee for students is \$517.50. This includes a \$75.00 registration fee, \$175.00 material/supplies fee, \$157.50 for Nonviolent Crisis Intervention Training and also \$110.00 fee for CPR/First Aid all **non-refundable**.

Is There a Philosophy Behind PACE?

PACE is based on the Independent Living Philosophy

The Independent Living Philosophy is governed by five principles:

1. Taking Risks
2. Making Choices
3. Promote Integration
4. Accept responsibility
5. Promote Consumer Control

What is a Consumer?

Consumer – An individual with a disability within the community who directs their personal assistance needs to facilitate their lifestyle of choice.

What are the Objectives of PACE?

- Promote the Independent Living Philosophy throughout the program and focus on the consumer as the person in control of their life.
- Highlight consumer input, direction, and participation in the training of Independent Living Attendants.
- Provide a holistic approach to attendant training that promotes Independent Living, and is specifically designed to support individual needs in the community.
- Increase the number of trained staff available to consumers in their homes.

What is the Primary Goal of the PACE Program?

The primary goal is to teach the theory and practical skills required for an individual to become an Independent Living Attendant with the emphasis being that these individuals will come to understand and implement the Independent Living Philosophy. In so doing they will have the skills to provide a flexible array of personal assistance, home and other supports specific to each consumer's unique independent living needs. It also addresses the needs and shortages of individuals trained with an understanding of the Independent Living Philosophy, thereby by keeping the focus on the consumer as the person in charge of their life. The program is also diverse in nature and respects all persons with disabilities regardless of age, culture, political affiliation, values, beliefs, and/or disabilities.



PACE

(Personal Attendant Community Education) Application Form

General Information

Name: _____

Address: _____

Postal Code: _____

Phone Numbers

- Home: _____
- Other: _____

E-mail Address: _____ Languages spoken: _____

Where did you hear about the PACE Program? _____

Are you currently employed? _____

If yes, with whom? _____

Are you receiving EIA/Social Assistance benefits? _____

If yes Case # _____ Date of Birth: _____

Office Location: _____ Worker Name: _____

Who referred you to the PACE Program?

Name _____ Phone Number _____

Please attach the following:

Provide own copies of Criminal Record Check, Child Abuse Registry Check and Adult Abuse Registry Check.

- Criminal Record Check including Vulnerable Sector Search (this must be performed within six (6) months of the session you will be attending.)**

****New immigrants living in Canada for less than two (2) years could use Police Clearance issued by the country of origin**
- Child Abuse Registry Check (this must be performed within six (6) months of the session you will be attending)**
- Adult Abuse Registry Check (this must be performed within six (6) months of the session you will be attending)**
- Resume, complete with education, work experience, and references**
- \$75.00 Non-refundable registration fee. This fee must be included with your application. This fee is not applicable to EIA applicants.**
- \$175.00 Non-refundable material fee.**
- \$110 fee for CPR / First Aid training. This fee is not required for those who can present a certificate for valid and current CPR training.**
- \$157.50 for Nonviolent Crisis Intervention Training.**

Please consider that PACE uses the ESL Standard Benchmark of Level 4 for potential students.

Comments:

Signature: _____

Date: _____

Please note that you should arrive 10 minutes prior to your scheduled interview time. Failure to be on time for your interview may result in your application being moved to the next PACE session.

The Interview Committee makes the final decision regarding your application for approval.

Thank you for your co-operation in advance.

INDEPENDENT LIVING RESOURCE CENTRE

PERSONAL ATTENDANT COMMUNITY EDUCATION PROGRAM

PACE



There are three very important documents that you will need to include with your application for the PACE Program. They are a Criminal Record Check (CRC) a Child Abuse Registry Check (CARC) and an Adult Abuse Registry Check (AARC).

Here is where to get them.

Criminal Record Check: Police Headquarters
245 Smith Street (Main Entrance on Graham Avenue)

Child Abuse Registry Check and Adult Abuse Registry Check:
Government of Manitoba - Provincial Services
Child and Family Services
777 Portage Ave, Winnipeg

Thank you
Natalie Pirson
IL Consultant for PACE

PACE Tuition Reimbursement Policy Independent Living Resource Centre

This Tuition Reimbursement Policy recognizes the value of Independent Living Attendants as graduates of the PACE program who secure employment within the disability community. This policy shall address the eligibility and application requirements for tuition reimbursement for eligible PACE graduates.

PACE Tuition reimbursement shall cover the following elements:

- \$75.00 registration fee
- \$175.00 material fee
- \$110.00 CPR registration
- \$157.50 NCI registration
- Total: **\$517.50**

Under this policy, tuition reimbursement is provided to any ILA that satisfies all of the following criteria:

- Current full or part-time ILA with the ILRC in good standing.
- Successful graduate of the PACE program.
- Retain employment with any ILRC for a minimum of 1 year consecutive. This shall constitute the qualifying term of employment.

This policy shall come into effect October 1, 2022 and does not allow for any retroactive application prior to this effective date. To secure PACE tuition reimbursement following the qualifying term of employment, please send contact details (including name, address, phone number, email) and date of PACE graduation to the attention of the PACE Coordinator.

Questions or concerns may be directed to the PACE Coordinator or ILRC Management.



The following pages are for Employment Income Assistance/Social Assistance Recipients.

Please sign and return the consents and privacy notice form along with your application.

Thank you.

CONSENTS AND PRIVACY NOTICE



The Canada-Manitoba Labor Market Agreement (CM-LMA) was signed in April, 2008. Under the CM-LMA, Canada will make annual investments in Manitoba to provide Manitoba an opportunity to increase its efforts to support the development of the labor market. Manitoba Competitiveness, Training and Trade's (CTT), Employment Manitoba branch will administer funding under this Agreement on behalf of the Province of Manitoba.

A number of employment and training programming provided by, or on behalf of, Manitoba Family Services and Housing (FSH) or our partners were identified as eligible for funding from the federal government under the CM-LMA.

To meet the data reporting requirements outlined in the CM-LMA, participants in CM-LMA eligible programming are being asked to provide consent for the collection and sharing of data between the employment/training service provider, FSH, CTT, a third party consultant and Human Resources and Skills Development Canada (HRSDC). While personal information will be used by CTT to prepare the report for HRSDC, the actual summary report will only contain group data and no personal information.

OUR LEGAL AUTHORITY TO COLLECT YOUR INFORMATION

Your personal information is collected under the authority of clause 36(1) (b) of *The Freedom of Information and Protection of Privacy Act* of Manitoba (FIPPA) and your personal health information is collected under the authority of subsection 13(1) of *The Personal Health Information Act* of Manitoba (PHIA).

Note: this consent form is solely for the purposes identified above and is not intended to replace consent forms currently required to support your participation in your programming.

CONSENTS

WHY DOES EMPLOYMENT MANITOBA NEED TO COLLECT INFORMATION ABOUT ME?

1. I understand that Employment Manitoba needs to collect personal information about me, such as my contact information and other information about my education and employment history for the following purposes:
 - For Employment Manitoba to conduct research and program planning, and for reporting, monitoring, evaluation and accountability of CM-LMA eligible programs.
2. I understand that Employment Manitoba will limit collection, use and disclosure of my personal information to the minimum amount necessary to carry out these purposes.

INFORMATION I AGREE TO PROVIDE TO FAMILY SERVICES AND HOUSING FOR SHARING WITH EMPLOYMENT MANITOBA

3. I agree to provide Family Services and Housing with the following personal information that will be shared with Employment Manitoba. I understand that this information is necessary to carry out the purposes described above in section 1:
 - full name, telephone number and address
 - birth date
 - social insurance number (S.I.N.)
 - gender
 - my education level and employment status before I started this programming
 - information on the programming I am involved with to include, service type, start date, end date and the status of my involvement
 - I agree that the survey information which is to be collected by a third party consultant once I stop participating in the LMA eligible programming for which this consent form is being signed, be provided to Employment Manitoba. The survey information will include my satisfaction with the program I was involved with, my employment status, whether the programming has prepared me for future employment, whether I achieved credentials or certifications through participation in the program, and information about my earnings after leaving the program.
4. I also agree to provide Employment Manitoba with any changes to my personal information.

CONSENT TO OBTAINING INFORMATION ABOUT ME FROM OTHER SOURCES

5. I consent to the following persons and bodies disclosing the information described in section 3 to Employment Manitoba, for the purposes as described in section 1:
 - any Manitoba government department or agency, or federal government department or agency, that has provided or is providing me with programs, services or assistance, including: Human Resources and Skills Development Canada, Service Canada, and Manitoba Family Services and Housing.

CONSENT TO EMPLOYMENT MANITOBA DISCLOSING MY INFORMATION

6. I consent to Employment Manitoba disclosing personal information about me to the following persons and bodies to the extent they need to know the information to carry out the purposes listed above in section 1:
 - Human Resources and Skills Development Canada
 - Manitoba Family Services and Housing
 - any organization, agency or entity that has provided or is providing me with work experience, training or employment related programs, services, assistance or support that is CM-LMA eligible programming (Service Providers)
 - Consultants under contract with Employment Manitoba to conduct research and evaluation of the CM-LMA eligible programs.

HOW LONG DOES MY CONSENT LAST?

7. I agree that the consents I have given will last 4 years.

CAN I WITHDRAW MY CONSENT?

8. I understand that I may withdraw my consent at any time. To do this I am to contact my Service Provider or Family Services and Housing worker who will assist me in preparing my written withdrawal of consent and will forward it to Employment Manitoba on my behalf.

WHO DO I CONTACT IF I HAVE QUESTIONS ABOUT MY INFORMATION?

9. If you have any questions about the collection, use or disclosure of your personal information or personal health information, please contact Access and Privacy Coordinator, Family Services and Housing at 945-2013.

NAME (PLEASE PRINT)

I CONSENT TO THE COLLECTION AND SHARING OF MY PERSONAL INFORMATION AS OUTLINED IN THIS FORM

SIGNATURE

DATE

I CONSENT TO BEING CONTACTED BY A THIRD PARTY CONSULTANT FOR SURVEY PURPOSES AFTER I LEAVE THE PROGRAMMING FOR WHICH THIS CONSENT FORM IS BEING SIGNED

SIGNATURE

DATE

OPTIONAL EMPLOYMENT EQUITY DECLARATION

Employment Manitoba wishes to obtain your employment equity information for research and planning purposes, and for reporting, monitoring, evaluation and accountability purposes.

Providing this employment equity declaration is optional. Not providing it will not affect your eligibility for Employment Manitoba programs, services, assistance and support. But, it may be to your benefit to provide this information.

If you wish to provide employment equity information, please check all the categories that apply to you.

I am a:

- **Indigenous** – North American Indigenous ancestry. Select only one of the following:
 - Métis
 - Inuit
 - Status Indian
 - Non-status Indian

- **Person with disabilities** – I have a long-term or recurring impairment and:
 - consider myself to be disadvantaged in employment by reason of that impairment, or
 - believe that an employer or potential employer is likely to consider me to be disadvantaged in employment by reason of that impairment

- Person with **Immigrant Status**

NAME (PLEASE PRINT)

LANDING DATE

SIGNATURE

DATE