

PGT INFORMATION SHEET

Client Companion Contracts

SERVICES TO ADULTS

The Public Guardian and Trustee (PGT) is a corporation sole established under the Public Guardian and Trustee Act with a unique statutory role to protect the interests of British Columbians who lack legal capacity to protect their own interests. This mandate includes protecting the legal, financial, personal and health care interests of adults who require assistance in decision making.

The PGT provides a range of services to adults who may need help managing their affairs as well as to their families, legal representatives, the courts and the general public.

COMMITTEE OF ESTATE AND/OR OF PERSON

The PGT may be granted committeehip of Estate and/or of Person by the court in situations where an adult is no longer capable of making decisions about their personal affairs.

When acting as **Committee of Estate**, the PGT is responsible for:

- Ensuring the adult's financial affairs are well managed, collecting income/benefits, paying bills, property management, investments, taxes and contracting for services
- Obtaining legal counsel for the adult in civil matters

Usually the PGT is acting as Committee of Estate when contracting for companion services for clients. Under this authority the PGT makes financial and legal decisions for adults who have been declared incapable. The PGT charges fees for its services and can only arrange for services the adult can afford.

A **Companion Service** may be set up when:

- The client has sufficient funds;
- The client has requested the service; or
- The family or other professionals have suggested that a companion would improve quality of life.

In many cases, clients do not have family or friends that visit regularly and PGT staff are unable to visit often. Companions are relied on to be the “eyes and ears”, reporting concerns to the appropriate parties and advising PGT staff of other needs (changes in the types of services, equipment, clothing, etc.)

Companions may be involved in a range of services, depending on the client’s wishes and needs. They may provide help with connecting the client to family or friends, or assist with a range of activities such as: providing support and guidance on community activities, assistance in a care home or help with transportation for shopping or medical appointments.

The client’s wishes and needs may change over time, so it is important that companions relay that information to their agency or the PGT directly so that services can be appropriately modified.

WHAT CAN YOU EXPECT FROM THE PGT?

- Information about the client’s situation and why there is need for companion support and services
- Clear contract deliverables, or revised deliverables if the client’s circumstances change
- Responsive communication with the case manager and notification of a change in the client’s circumstances. i.e. living situation, serious health issues, death

WHAT THE PGT EXPECTS OF YOU?

- Informing the case manager of any critical incidents where physical, mental or financial abuse or neglect has affected the client
- Informing the case manager of any issues or changes in client needs i.e. a change in the types of services, equipment, clothing or other requests
- Requesting pre- approval for any increase in hours, each client’s financial circumstances are unique and decisions are made on a case by case basis
- Providing services as described in the contract deliverables and advising the case manager if they need to be revised
- Electronic submission of invoices on a monthly basis that are consistent with the contract deliverables
- Submitting quarterly progress reports on the client’s activities, issues, needs, improvements, etc.

By sharing this information, we can provide the best outcomes for the people we are supporting.

CONTACT INFORMATION

Invoices can be sent to the Public Guardian and Trustee, 700-808 West Hastings Street, Vancouver, BC, V6C 3L3 or by email (Invoices@trustee.bc.ca) or by fax (604.660.1855).