

# REQUEST FOR RECONSIDERATION

## RIGHT TO RECONSIDERATION

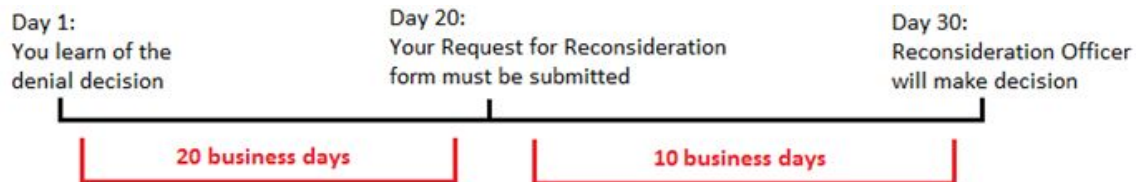
If you have been denied, reduced or discontinued benefits by the Ministry of Social Development and Poverty Reduction (MSDPR), you have the right to request a “reconsideration”. You have **20 business days** from being informed of the original decision to submit this request. Deadlines are important, so look for the dates on the reconsideration form. If more time is needed before your 20 day deadline, you may request a **10 day extension**.

You might be eligible for a reconsideration supplement only if your income assistance, disability assistance or a supplement is discontinued or reduced. The appeal supplement is limited to the amount of the assistance that was discontinued or reduced. If you are not successful with your appeal, you will need to **repay** the appeal supplement.



### YOU SHOULD RECEIVE

- + A copy of your denial letter
- + A decision summary – explaining the reasons for the ministry’s decision
- + A copy of your original benefit application and copies of any supporting documents you submitted



## STEP ONE

### Request a Reconsideration Package

To appeal a decision made by the Ministry, you will need to:

- + Visit your local ministry office or call them at **1-866-866-0800** and let them know that you want your decision reconsidered.
- + You should receive a Request for Reconsideration form within 48 hours (you can also pick it up from the ministry office to save time).
- + Complete and return this form with additional supporting evidence to your local office before the 20 day deadline (or request a 10 day extension, before the 20 day deadline).
- + Be sure to make a copy of all your documents before submitting for your own records!

Source: [Reconsideration & Appeals for Income & Disability Assistance - Province of British Columbia](#)

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## STEP TWO

### Gathering Evidence

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When completing your reconsideration package, you may want to get additional documents as supporting evidence:

- + Photocopies of original documents (i.e. letters, receipts, financial statements, loan agreements, cancelled cheques, photographs, rent receipts, doctor's letters etc.).
- + Documents which explain and provide evidence of your situation. (i.e. *If you missed WorkBC appointments due to being sick, you will need to provide medical documents to confirm you were absent because of an illness*).

## STEP THREE

### Appeal Tribunal

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After you return your completed reconsideration request, the decision will either be **overturned** or **upheld**. This decision will be mailed to you within 10 business days of receiving your forms. This is the last decision the Ministry has on your case.

If you disagree with the decision, you have the right to appeal to the Employment and Assistance Appeal Tribunal. You have **7 business days** from being informed of the reconsideration decision to submit your appeal documents.

During both the Reconsideration and Appeal Tribunal processes, you may want to work with an advocate to help you.

To find an advocate visit <http://www.povnet.org/find-an-advocate/bc>

#### DEFINITIONS

##### **OVERTURNED**

The original decision has been reversed. You then become eligible for benefits.

##### **UPHELD**

The adjudicator agrees with the original decision and you are not eligible for assistance.