

June 12th, 2020

Re: Temporary Pandemic Pay for Long-Term Care Frontline and Support Workers

Dear Long-Term Care Home Licensees:

This letter is further to the recent letter from the Honorable Dr. Merrilee Fullerton, Minister of Long-Term Care, informing you that the Ministry of Long-Term Care (“the ministry”) will be providing temporary Pandemic Pay to support frontline and support workers who are experiencing severe challenges in the workplace and are at heightened risk during the coronavirus (COVID-19) pandemic.

Temporary Pandemic Pay funding of up to \$321,163,200 will be provided to eligible operators that are party to a Letter of Agreement for Ministry Direct Funding to Long-Term Care Homes (Direct Funding Agreement, or DFA) with the ministry. The associated *Long-Term Care Temporary Pandemic Pay Funding Policy* is the primary Applicable Ministry Policy Document with respect to the temporary Pandemic Pay measures under Schedule A of the DFA between each long-term care home Licensee and the ministry.

Funding Approach

Temporary Pandemic Pay measures will be in effect for an anticipated 16-week period from April 24, 2020 until August 13, 2020, which includes retroactive pay, and will consist of:

1. **Pandemic hourly pay:** Eligible long-term care staff will receive \$4 per hour for all hours worked; and
2. **Pandemic lump sum payments:** Eligible long-term care staff will receive an additional lump sum payment of \$250, conditional on 100 hours being worked in one of the following designated four-week periods, for a total of up to \$1,000 in lump sum payments:
 - April 24, 2020 to May 21, 2020
 - May 22, 2020 to June 18, 2020
 - June 19, 2020 to July 16, 2020
 - July 17, 2020 to August 13, 2020

The temporary hourly pandemic pay and lump sum payments are non-pensionable earnings (with the exception of CPP contributions), are not part of an employee’s base salary, have no impact on benefits plans paid by employers, and will be subject to statutory deductions such as Canada Pension Plan (CPP), Employment Insurance (EI), Workplace Safety and Insurance Board (WSIB) and Employer Health Tax (EHT).

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Furthermore, temporary pandemic pay does not apply to time eligible staff who are not in the workplace for any reason, including: vacation, any authorized paid leave (including sick leave), and time and benefits awarded under the *Workplace Safety and Insurance Act, 1997*.

Hourly and lump sum pandemic pay will be administered in accordance with the *Employment Standards Act, 2000* and/or the applicable collective agreement(s).

Payments to LTC home licensees will be provided in two instalments:

1. The first estimated instalment will equal 75% of the LTC home's allocation and will be provided in June 2020 as an unscheduled payment.
2. The second estimated instalment will be provided in July 2020 as a scheduled payment and will equal the remaining balance (or 25% of the LTC home's allocation).

The ministry requests that employers add the Temporary Pandemic Pay to their employees' regular paycheques or include Temporary Pandemic Pay in contracts with external agencies.

Eligibility Criteria

This funding will be available to all non-management, publicly funded employees who are working on-site at a licensed long-term care home, including clinical care staff and support staff (full-time, part-time and casual workers). Staff who are not direct employees of an LTC home but are hired by the home either on a contract or through a third-party agency to work on-site are also eligible for temporary Pandemic Pay. Long-term care home licensees are encouraged to secure a commitment in writing from their respective third-party agencies that the contracted staff is receiving the appropriate Temporary Pandemic Pay amounts.

To the extent that there may be conflicts between the provision of Temporary Pandemic Pay and the requirements under the *Protecting a Sustainable Public Sector for Future Generations Act, 2019* (PSPSFGA), the government has issued a Regulation under the *Emergency Management and Civil Protection Act, 1990*. This ensures that eligible employers who are subject to wage moderation under the PSPSFGA are able to provide eligible frontline workers with the Temporary Pandemic Pay.

Details of the funding approach, the eligibility requirements, as well as the terms, conditions and accountability requirements are outlined in the associated *Long-Term Care Temporary Pandemic Pay Funding Policy*. In case of an inconsistency between any correspondence, including this letter, and the policy, the terms of the policy shall be authoritative.

The Government of Ontario recognizes this is a rapidly evolving and dynamic situation and will continue to monitor and consult on the best approaches to support Ontarians, including long-term care staff. For additional information please visit:

<https://www.ontario.ca/page/covid-19-temporary-pandemic-pay>.

Thank you for your continued dedication and commitment to improving the quality of long-term care in Ontario, particularly during this unprecedented time as we work together to implement enhanced measures to stop the spread of COVID-19 in long-term care homes.

Sincerely,



Janet Hope
Assistant Deputy Minister
Long-Term Care Policy Division

c:

Ms. Donna Duncan, Chief Executive Officer, Ontario Long-Term Care Home Association
Ms. Lisa Levin, Chief Executive Officer, AdvantAge Ontario
Ms. Monika Turner, Director of Policy, Associations of Municipalities of Ontario
Mr. Michael Jacek, Associations of Municipalities of Ontario
Mr. Brian Pollard, Assistant Deputy Minister, Long-Term Care Homes Operations Division
Mr. Richard Steele, Deputy Minister, Ministry of Long-Term Care
Ms. Kelci Gershon, Director, Policy and Modernization Branch
Ms. Abby Dwosh, Director, Programs and Funding Branch
Mr. Jim Yuill, Director, Financial Management Branch
Ms. Teresa Buchanan, Director, Fiscal Oversight & Performance Branch