



# Memorandum

---

Date: March 20, 2007

To: Community Social Services  
Supervisors – EIA and  
EIA Rural Program Managers

From: Louis Leclerc, Acting Executive Director  
Employment and Income Assistance Programs

Telephone:

Subject: Approval Process for Transportation of Deceased Participants

---

The purpose of this directive is to provide EIA staff with a summary of the new approval process (Effective April 1, 2007) for the transportation of deceased participants when the funeral will be held a significant distance from the place of death. The most common examples of this situation include:

- a) Participant is in the City of Winnipeg for medical treatment and passes away in hospital. The EIA participant will have the funeral and burial in their home community.
- b) Participant passes away in one community but resides in another where they will have their funeral and burial.

*Definition of significant distance: The cost of transporting the deceased back to their community of residence will exceed the annually established maximum transportation cost (e.g. for 2007-08 the maximum transportation dollar value is \$388). This process will be used for transportation prior to the actual funeral service. If excess transportation is required to deliver the deceased from the actual funeral service directly to the cemetery, providers other than a funeral home will not be considered as they do not provide these services.*

When these situations occur the EIA Program has advised the Manitoba Funeral Services Association (MFSA) that EIA Directors will utilize a new process to make approval decisions on transportation. Transportation options considered by EIA Program will no longer include shipment of the deceased by commercial transport truck. Transportation options and decisions will be made as follows:

- When the EIA Director receives a request for transportation costs which exceed EIA maximum coverage, they will compare this cost to alternative suppliers of transport, including the Winnipeg Funeral Transfer Service (which is not a funeral home but a company specializing in the transportation of deceased individuals and is an associate member of the MFSA). Assuming all providers can provide timely service, the most cost effective transport option will be given consideration for approval. The most cost effective option, if available, may be air transport arranged by the funeral home.
- The EIA rate charged by the Winnipeg Funeral Transfer Service (WFTS) for 2007-08 is \$1.10/km (one way charge only) plus a standard \$75.00 removal fee for each transfer. These rates are to be kept confidential by EIA staff and not to be shared with other transport providers. *Funeral homes traditionally charge the EIA Program's standard rate per km both ways vs. one way therefore in many long distance situations (where air transport is not available) their rate may not be the most cost effective option.*

- If the WFTS is approved as the transport provider by the Director:
  - EIA staff will contact WFTS directly at Ph: 956-2882 to authorize transport.
  - EIA staff will provide WFTS with the funeral home contact person and phone number to facilitate arrangements for delivery of the deceased to the funeral home.
  - WFTS will send their invoice for services directly to the EIA Program (vs. the funeral home).

**If a death occurs over a weekend and the funeral is to be held in an alternative community (a significant distance away):**

- If the death occurs in a facility with cold storage such as a hospital, the deceased can remain at the facility until regular EIA service resumes (usually on Monday morning). Where upon the EIA staff will determine if it will be providing coverage for the funeral and which provider will handle transportation.
- If the death occurs in a Winnipeg location without cold storage (such as a nursing home or a private home), the funeral home facilitating the service can contact the WFTS to remove the body and provide storage until regular EIA service resumes (usually on Monday morning). Where upon the EIA Program will determine if it will be providing coverage for the funeral and which provider will handle transportation.
  - If ultimately the EIA Program does not provide coverage for the funeral, the funeral home will be responsible for any removal costs.
  - If ultimately the EIA Program provides coverage for the funeral, the funeral home will direct WFTS to bill the EIA Program directly, if they performed the removal at a rate of \$75.00 for 2007-08.

*Original signed by Louis Leclerc*

Louis Leclerc, Acting Executive Director  
Employment and Income Assistance Programs

cc: Gerry Schmidt  
Debbie Besant  
Janet Wikstrom  
Community Area Directors  
FSH Area Directors  
Regional Directors  
Distribution List