HOW TO NAVIGATE THE ONTARIO AUTISM PROGRAM (OAP) essential CHECKLIST

Step 1: Gather Your Essential Documentation

Before starting your application, gather legal proof of age, residency, and your child's diagnostic report to avoid processing delays.

- ☐ **Secure Written Diagnostic Documentation**
  Ensure you have a formal diagnostic report on official letterhead from a qualified health professional (such as a developmental pediatrician, psychologist, or psychological associate) that explicitly references DSM-5 diagnostic criteria for autism spectrum disorder.
- ☐ **Gather Valid Proof of Age**
  Obtain a copy of your child's birth certificate or passport. *(Note: Ontario Health Cards are generally not accepted as legal proof of age for this registration).*
- ☐ **Gather Proof of Ontario Residency**
  Locate a document showing your current home address, such as a valid driver's license, utility bill, or lease agreement.

Step 2: Register Immediately with AccessOAP

Because your position on the Core Clinical Services waitlist is based strictly on your registration date - not child age or diagnostic severity - registering right away secures your place in line.

- ☐ **Create an Online Portal Account**
  Visit **AccessOAP.ca** to set up a primary caregiver account and upload your gathered documentation.
- ☐ **Alternative: Register by Phone**
  If you prefer assistance over the phone, call AccessOAP toll-free at **1-833-425-2445** to complete initial intake with a representative.
- ☐ **Save Your Confirmation Letter**
  Once AccessOAP verifies your file, store your official confirmation letter safely. This document establishes your official registration date and waitlist spot.

Step 3: Connect with Immediate Supports (No Core Wait Required)

You do not have to wait 5+ years for core funding to start receiving support, skill-building resources, and community guidance.

- ☐ **Enroll in Foundational Family Services (FFS)**
  Access free caregiver workshops, peer support groups, transition planning, and brief clinical consultations available immediately to all registered families.
- ☐ **Explore Caregiver-Mediated Early Years Programs**
  If your child with autism is between 12 and 48 months old, sign up for play-based programs that teach you direct strategies to support communication and social skills at home.
- ☐ **Apply for Respite and Supplemental Grants**
  Submit separate applications to the Ministry of Children, Community and Social Services for **Special Services at Home (SSAH)** and **Assistance for Children with Severe Disabilities (ACSD)** to assist with respite care and extraordinary costs.

Step 4: Coordinate School and Private Health Benefits

Support can begin in your child's daily environment right now without active OAP funding.

- ☐ **Schedule a Meeting with Your Child's School**
  Contact the school principal or special education coordinator to discuss classroom accommodations, sensory supports, and an Individual Education Plan (IEP).
- ☐ **Review Workplace & Extended Health Benefits**
  Check your private insurance coverage to see what speech-language pathology, occupational therapy, or psychological services are covered while you wait for government funding.
- ☐ **Connect with a Multidisciplinary Clinical Partner**
  Reach out to local service providers, like Monarch House, for help navigating paperwork, accessing interim private therapies, or building a tailored developmental plan for your family.



Remember that you do not have to figure out this system by yourself. Whether you need help understanding paperwork, finding local community groups, or building daily routines for your child with autism, you have a partner in us. You belong here, and we are with you every step of the way.