



## Reference Check for CHAP Worker Position

The respiteservices.com CHAP program is a provincial program designed to assist families in finding a self-employed, screened respite provider to hire to support a family member. CHAP promote active living for children and adults with intellectual disabilities, autism and/or physical disabilities. Services can be provided in the family's own home or in the community. CHAP are hired to support people to participate fully in their community, provide employment or volunteer support, assist with life skill/social skill development, while also providing parent/caregiver relief. The program is looking for individuals who are willing to make a commitment to the CHAP program in providing quality service to a family or families on an occasional basis. CHAP applicants undergo a preliminary screening to be eligible to advertise on the system to families seeking a respite provider.

Applicant's Name \_\_\_\_\_  
Name of Professional Reference \_\_\_\_\_ Phone \_\_\_\_\_  
Position held and name of company \_\_\_\_\_

1. In what capacity do you know candidate? \_\_\_\_\_
2. Would you be pleased to have him/her work with you again? \_\_\_\_\_
3. How long have you known him/her? \_\_\_\_\_
4. Have you observed him/her work with children/adults? \_\_\_\_\_
5. What qualities does s/he have that would work well as a person supporting individuals with an intellectual and/or physical disability?  
\_\_\_\_\_  
\_\_\_\_\_
6. How would you describe his/her personal characteristics? \_\_\_\_\_  
\_\_\_\_\_
7. Can you comment on the independence level of the applicant? \_\_\_\_\_  
\_\_\_\_\_
8. From your experience, please give an example of this person's reliability and commitment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Would you leave your children in care of this person? \_\_\_\_\_  
\_\_\_\_\_
10. Is there anything we should know about this applicant that could affect their ability to provide support to people with intellectual and/or physical disabilities with the CHAP Program?  
\_\_\_\_\_  
\_\_\_\_\_

Reference verified by CHAP Coordinator \_\_\_\_\_ Date \_\_\_\_\_

Return this form to:

**Barrie, Bradford, Angus Areas:**

Simcoe Community Services 39 Fraser Court, Barrie, ON L4N 5J5 Attention: Respite Coordinator  
Phone: 705-726-9082 ext. 2259; Fax: 705-726-6875; [charris@simcoecommunityservices.ca](mailto:charris@simcoecommunityservices.ca)

**Orillia, Midland, Collingwood, Allison Areas:**

Catulpa Community Support Services 165 Ferris Lane, Barrie ON L4M 2Y1 Attention: Respite Coordinator  
Phone: 705-733-3227 ext. 2235; Fax: 705-735-6826;