

## Goal of an Assessment or a Supervision Plan

The Société de l'assurance automobile du Québec (SAAQ) requires that you undergo an assessment or comply with a supervision plan in order to ensure that your behaviour in relation to alcohol and/or drugs is consistent with the safe operation of a road vehicle. You must comply with this requirement in order to keep your driver's licence or obtain a new one. An assessment professional recognized by the Centre intégré universitaire de santé et de services sociaux (CIUSSS) du Centre-Sud-de-l'Île-de-Montréal will carry out the assessment and, if applicable, develop the supervision plan. Note that the assessment professional will be someone in your administrative region.

<b>Registration</b>		This number can be found at the beginning of the letter sent to you by the SAAQ.		YOUR FILE NUMBER	
LAST NAME			FIRST NAME		
STREET NUMBER		STREET NAME			APARTMENT
MUNICIPALITY				PROVINCE	
POSTAL CODE	PHONE NUMBER (HOME)		PHONE NUMBER (WORK)	EXTENSION	PHONE NUMBER (OTHER)

**Important: If the address you have entered above is a new address, please be sure to contact the SAAQ to change your address (if you have not already done so).**

### Protection of Personal Information

All personal information gathered by the CIUSSS du Centre-Sud-de-l'Île-de-Montréal and authorized Société de l'assurance automobile du Québec (SAAQ) personnel is handled confidentially. The SAAQ requires this information to apply the *Automobile Insurance Act*, the *Act respecting the Société de l'assurance automobile du Québec* and the *Highway Safety Code*. Under the *Act respecting Access to documents held by public bodies and the Protection of personal information*, this information may be conveyed to the SAAQ's licensing agents and other Government departments or agencies, or used for statistical, survey, study, audit or investigative purposes. Failure to provide this information can result in a refusal of service. You may consult, correct or obtain a copy of any personal information concerning you.

For more information, consult the Policy on Privacy on the SAAQ's website at [saaq.gouv.qc.ca](http://saaq.gouv.qc.ca) or contact the SAAQ's call centre.

### You must register by mail

Send your registration form **and your payment**,\* which must be a certified cheque or money order made out to the CIUSSS du Centre-Sud-de-l'Île-de-Montréal, to the address on the right:

**CIUSSS du Centre-Sud-de-l'Île-de-Montréal**  
950, rue de Louvain Est  
Montréal (Québec) H2M 2E8

Other payment options may eventually be added. Up-to-date information on payment options can be found online at [perrcca.gouv.qc.ca](http://perrcca.gouv.qc.ca) (website in French only).

**\*Please refer to the letter you were sent to find out which assessment you must register for. The table on the back of this form provides the cost for each type of assessment.**

Given that there may be a waiting list, we suggest that you register for your assessment as soon as possible.

- **The assessment cannot begin until the applicable fees have been paid. Fees are non-refundable and subject to change without prior notice.**

**For additional information about the CIUSSS du Centre-Sud-de-l'Île-de-Montréal or your assessment,** please contact the CIUSSS at: 1 888 385-0046.

- **Please note that the SAAQ informs you in writing of the type of assessment you are required to undergo.**

**For additional information concerning the assessment request,** please contact the SAAQ at one of the following numbers: Québec area: 418 643-5506  
Elsewhere in Québec: 1 800 561-2858  
[saaq.gouv.qc.ca](http://saaq.gouv.qc.ca)

**IMPORTANT: PLEASE REFER TO THE LETTER YOU WERE SENT TO FIND OUT WHICH ASSESSMENT YOU MUST REGISTER FOR**

Type of Assessment	Fees <sup>3</sup>
Risk assessment <sup>1</sup> (\$300 + taxes)	\$344.93
Initial assessment <sup>1</sup> (\$300 + taxes)	\$344.93
Summary assessment <sup>1</sup> (\$300 + taxes)	\$344.93
Maintenance assessment <sup>1</sup> (\$350 + taxes)	\$402.41
Comprehensive assessment (supervision plan) <sup>2</sup> (\$710 + taxes)	\$816.32

1. It takes between one and three months from the time of your registration for the SAAQ to receive your assessment report from the CIUSSS.
2. It takes between seven and nine months from the time of your registration for the SAAQ to receive your assessment report from the CIUSSS.
3. These fees include the taxes in effect as of January 1, 2017. The fees and taxes are subject to change without notice.

#### **After you have registered**

An assessment professional in your region is appointed by the CIUSSS du Centre-Sud-de-l'Île-de-Montréal, and the SAAQ provides the information needed for the assessment.

#### **Assessment procedure**

- A. The assessment professional contacts you to schedule a meeting. You may be asked to bring specific documents.
- B. During the meeting, the assessment professional gathers the required information using questionnaires.
- C. In the case of a comprehensive assessment, two additional meetings are scheduled for the purpose of establishing and carrying out your supervision plan.

#### **Recommendation procedure**

- A. The assessment professional submits recommendations to the CIUSSS.
- B. The CIUSSS verifies that all rules have been followed.
- C. The CIUSSS sends copies of the assessment report to you and to the SAAQ.

#### **The SAAQ's decision**

When determining whether or not to issue you a licence or authorize you to drive, the SAAQ considers the assessment professional's report, your driving record and your state of health, as applicable.

Please note that your driver's licence may be issued with one or more conditions.

Should the assessment report be unfavourable, the SAAQ will ask you to undergo a comprehensive assessment.

**This information will be sent to you in writing.**