

APPLYING FOR EMPLOYMENT INSURANCE (EI)

Under the new rules, Canadians who have been asked to self-isolate or quarantine can apply for EI without a medical certificate, as would normally be required along with employment records. Anyone looking to apply for the new EI benefits, can visit the [canada.ca](https://www.canada.ca) website and follow the five steps. Please be patient as there appears to be an overwhelming number of applications which is to be expected with these circumstances so if you are unable to access the system, or if you receive an error message, please try again later and be patient.

WHERE TO GO TO START YOUR APPLICATION

STEP ONE: Go Online to [Canada.ca](https://www.canada.ca)

STEP TWO: Click Benefits

STEP THREE: Click Employment Insurance

STEP FOUR: Click Regular Benefit if you lost your job through no fault of your own

STEP FIVE: Read through instruction and Start Application

To complete your application, you must do the following:



Gather supporting documents



Complete the online application



Provide supporting documents



A benefit statement and access code will arrive by mail



Review your application status

Apply as soon as possible after you stop working. If you wait more than 4 weeks after your last day of work to apply, you may lose benefits.

TYPE OF EMPLOYMENT INSURANCE APPLICATION

BENEFITS FOR EMPLOYEES

You can apply for benefits for employees if you worked in insurable employment as an employee, including if you are a fisher. These benefits provide temporary financial assistance if you have lost your job (through no fault of your own), if you are sick, pregnant, caring for a newborn or adopted child, caring for a family member who is seriously ill with a significant risk of death or providing care or support to a critically ill family member.

BENEFITS FOR SELF-EMPLOYED PEOPLE

As a self-employed person, you can apply for benefits if you have voluntarily registered into the EI program. These benefits provide temporary financial assistance if you are sick, pregnant, caring for a newborn or adopted child, caring for a family member who is seriously ill with a significant risk of death or providing care or support to a critically ill family member.

THE FIVE STEPS TO APPLYING FOR EI

- 1. GATHER SUPPORTING DOCUMENTS** - You must have your records of employment (ROEs), but a medical certificate won't be necessary for those who have been asked to self-isolate or quarantine. Service Canada advises people to apply right away even if you don't have these documents as you can send them in later.
- 2. COMPLETE THE ONLINE APPLICATION** - This includes making sure you have: the names and addresses of your employers in the last 52 weeks, the dates employed with each employer and the reasons you're no longer employed, and personal information including mailing address, Social Insurance Number (SIN), and banking information.
- 3. PROVIDE SUPPORTING DOCUMENTS** - You can visit My Service Canada Account (MSCA) to view ROEs that have been issued to you by past and current employers.
- 4. RECEIVE ACCESS CODE BY MAIL** - Service Canada will mail you a benefit statement, which includes a 4-digit access code. You need this code and your SIN to get updates about your application and to complete biweekly reports.
- 5. REVIEW YOUR APPLICATION STATUS**

WHAT IF I DON'T QUALIFY FOR EI?

The federal aid package also includes the Emergency Care Benefit and the Emergency Support Benefit. The Emergency Care Benefit provides up to \$900 every two weeks for up to 15 weeks, to those affected by COVID-19. It's intended for those who don't qualify for EI, can't go to work and don't have paid sick leave.

Workers — including the self-employed — who are quarantined or sick with COVID-19 can apply, as can those staying home to take care of a family member with COVID-19 who doesn't qualify. Parents staying home to care for children because of school closures are also covered, and can apply whether or not they qualify for EI.

The Emergency Support Benefit will give up to \$5 billion to workers ineligible for EI who face unemployment. It is intended to be a long-term income support, but the government hasn't yet said how much it will provide, or how long funds will be given out. Both benefit plans will be available to apply for in April, through the CRA website, and a toll-free number that has not yet been shared.

FOR MORE DETAILS, VISIT GOVERNMENT OF CANADA OFFICIAL WEBSITE

[CLICK HERE](#)