

Avec vous,
au cœur de votre sécurité**Goal of the Assessment or 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.**

Important: Please refer to the letter you received from the SAAQ to find out which assessment you must register for.

Type of Assessment	Fees ³
Risk assessment ¹ (\$351 + taxes)	\$403.56
Initial assessment ¹ (\$351 + taxes)	\$403.56
Summary assessment ¹ (\$351 + taxes)	\$403.56
Maintenance assessment ¹ (\$409.50 + taxes)	\$470.82
Comprehensive assessment (supervision plan) ² (\$830.70 + taxes)	\$955.10

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 at least 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 applicable taxes and are subject to change without notice.

You must register by mail.

Send your duly completed registration form **and your payment**, which must be a certified cheque, money order or bank draft **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

You may consult perrcca.gouv.qc.ca (website in French only) to verify whether the CIUSSS has received your payment. Please allow a period of 15 business days for this information to become available.

Given that getting an appointment may take some time, we suggest that you register for your assessment as soon as possible.

- **The assessment cannot begin until the applicable fees have been paid in full in a single payment.** Fees are non-refundable and subject to change without prior notice.
- **Non-compliant payments** (personal cheque or cash) **will be returned**, which will delay your appointment.
- **Please note that the SAAQ informs you in writing of the type of assessment you are required to undergo.**

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.**

For additional information concerning the assessment request, **please contact the SAAQ at 1-800-361-7620 or online at saaq.gouv.qc.ca.**

Registration

Your file number or
driver's licence number

This number can be found at the beginning of the letter sent to you by the SAAQ.

Last name	First name
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Street number	Street name	Apartment	P.O. Box
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Municipality	Province	Postal code
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Telephone (main)	Telephone (secondary) – optional	Extension	Email
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► **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.

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

1. The assessment professional contacts you to schedule a meeting. You will be asked to bring specific documents.
2. During the meeting, the assessment professional gathers the required information using questionnaires.
3. 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

1. The assessment professional submits recommendations to the CIUSSS.
2. The CIUSSS verifies that all rules have been followed.
3. 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, and where applicable your driving record and your state of health.

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.**

Protection of Personal Information

All personal information gathered by the CIUSSS du Centre-Sud-de-l'Île-de-Montréal and the SAAQ's authorized personnel is handled confidentially. The SAAQ only collects personal information that is necessary for it to exercise its powers and apply the laws it administers. This information may be shared with its licensing agents and certain government departments or agencies, including those located outside Québec, in accordance with the *Act respecting Access to documents held by public bodies and the Protection of personal information*. It may also be 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/privacy or contact the SAAQ's call centre.