

Eligible Individuals

To participate in most employment benefits delivered by Employment Nova Scotia, you must meet the definition of *LMDA eligible*.

To be *LMDA eligible* you must meet **one** of the following:

- You currently have an Employment Insurance (EI) claim
- You had an EI claim that ended in the last 60 months
- You received benefits under the EI emergency response benefit within the last 60 months
- You were employed with gross insurable earnings of \$2,000 or higher annually, in at least 5 of the last 10 years

Examples of employment benefits delivered by Employment Nova Scotia include the Skills Development Program, Self Employment Program and Job Creation Partnership.

Confirming Eligibility for Employment Benefits

It is important to know if you are *LMDA eligible* when you develop a Return to Work Action Plan, and before you apply to an employment benefit delivered by Employment Nova Scotia, to ensure that you apply within your eligibility period.

The information below will help determine if you are *LMDA eligible* and/or if you need more information to confirm this before you apply for an employment benefit. Depending on your situation, you may need to contact Service Canada and/or [Nova Scotia Works](#) (or another employment service provider such as ISANS or Phoenix Learning & Employment Centre) for more information.

If you have an active EI claim, or your EI claim ended within the last 4 years:

- You are *LMDA eligible*.
- You do not need more information about your EI eligibility period.
- You should contact Nova Scotia Works for more information about employment benefits.

Note: If you are currently receiving EI special benefits, you need to contact Service Canada to request a change to EI regular benefits before you can be approved to participate in an employment benefit. EI special benefits include sickness benefits, maternity and parental benefits, etc.

If you had an EI claim that ended more than 4 years ago:

- You may be *LMDA eligible*.
- You need more information about your EI eligibility period.
- You should complete the [Obtaining Eligibility Information for Employment Benefits Form](#) to determine your EI eligibility period.

If you have not had an EI claim in the last 60 months:

- You may be *LMDA eligible* if you were employed with gross insurable earnings of \$2,000 or higher annually, in at least 5 of the last 10 years.
- You need more information about your eligibility period.
- You should contact Nova Scotia Works to discuss how to confirm your eligibility period.

For more information or assistance confirming your eligibility for employment benefits, contact [Nova Scotia Works](#) (or another employment service provider such as ISANS or Phoenix Learning & Employment Centre).

Obtaining Eligibility Information for Employment Benefits Form

If you had an EI claim that ended more than 4 years ago, you may be *LMDA eligible* based on your EI claim history. However, you need more information to confirm your EI eligibility period. If you are in this situation, use this form to determine your EI eligibility period.

Step 1: Complete the form below.

Information to complete this form may be obtained in one of the following ways:

- Visit [My Service Canada Account](#) online and complete the form yourself.
- OR
- Contact Service Canada and ask for your “Reach back / EI eligibility end date” and complete the form with assistance from Service Canada:
 - By phone – Call Service Canada at 1-800-206-7218
 - Online – Complete the [eServiceCanada Service Request Form](#)
 - In person – Visit a [Service Canada Centre](#)

Step 2: Return your completed form to Nova Scotia Works (or another employment service provider such as ISANS or Phoenix Learning & Employment Centre).

Client Name: _____	SIN: _____
<u>LAST EMPLOYMENT INSURANCE (EI) CLAIM DETAILS</u>	<u>DATE (DD-MM-YY)</u>
EI Benefit Period Commencement date (BPC / date EI claim started):	_____
Last Renewable Week (LRW):	_____
Employment Insurance Eligibility Cut Off (LRW + 260 weeks)	_____
Completed by: _____	Date: _____