



בית לורן

המרכז למשפחה המתמודדת עם P.D.D. / אוטיזם



אגודה לילדים אוטיסטים

סניפים:

מרכז

קרינצי 63 א' ר"ג

טל' 03-6703077

b_lauren@netvision.net.il

ירושלים

הצפירה 30

טל' 02-5665294

Mishpacha_jerusalem@alut.org.il

באר שבע והדרום

רחבת יהודי טוריה

ת.ד. 3570, ב"ש

טל' 08-6431528

Mishpacha_beer_sheva@alut.org.il

מגזר ערבי

קרינצי 63 א' ר"ג

טל' 03-6703077

Mishpacha_migzar@alut.org.il

חיפה

מוריה 20, חיפה

טל' 04-8101569

Mishpacha_haifa@alut.org.il

כרמיאל והעמקים

ת.ד. 50061 כרמיאל 21605

טל' 04-9905885

Mishpacha_carmiel@alut.org.il

Booklet of Entitlements For Adults on the autism spectrum

חוברת זכויות לבוגרים
על רצף האוטיזם

December 2013



Dear family,

Knowing your rights and entitlements is an important tool in helping your family cope with turning points throughout life.

Once your child has reached the age of 18 years old, and is legally considered adult, changes occur in numerous spheres. In light of the many changes relating to your child's rights, we chose to collect relevant information into a booklet of rights for adults with autism.

I hope you will find the booklet useful.

Please feel free to contact the ALUT Family Center staff with any questions, requests or issues you have. The centers throughout Israel are here to serve you.

Keren Katz-Segal

Director, ALUT Family Center

*** The information contained herewith is not legal advice and does not constitute a substitute for such advice ***

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ALUT Family centers

The family center is a joint enterprise of ALUT and the Ministry of Welfare, established to provide ongoing support for the family, from the time of diagnosis and throughout life. At the center you will receive information, support, advice and backup on a range of issues relating to autism and family coping.

Information offered covers diagnostic and treatment services in your community; entitlements provided by various organizations such as National Insurance, the Ministry of Welfare, and others; details on education frameworks, residential solutions and employment; names of professionals; leisure activities in the vicinity of your home, and more.

Further, you can find the following activities:

- **Lectures** by leading professionals in the field, on a wide range of topics related to autism.
- **Support group** for parents, grandparents and siblings (separate groups for young and mature siblings).
- **Workshops** offering several meetings focused on autism-related topics.
- **Personal discussions** with a social worker, either in person or by telephone, as needed (possibility of anonymous call).
- **Information Center** intended for family members, professionals, students and the community in general. The Center's services include: reference library, information from reliable internet sources, video library, journals and data bases.
- **OPEN LINE** - the opportunity to talk to volunteers who are themselves parents of autistic children. **Phone: 03-670.9094**
- The Open Line provides telephone access to information and consultations:
 - Professionals: Sunday to Thursday, 10 a.m. to 4 p.m.
 - Volunteer parents: Sunday to Thursday, 8 p.m. to 10:30 p.m.,
 - Friday 12 a.m. to 3 p.m.
 - Saturday: 8 p.m. to 11 p.m.

- **Parents for Parents** - mediation among parents for backup, personal support and more.
- We, the professionals and volunteer parents at ALUT Family Centers, are ready to answer your queries or discuss your deliberations.

ALUT family center branches

Central branch: 63a Krinitzi Street, Ramat Gan. Tel: 03-670.3077.
b_lauren@netvision.net.il

Beer Sheva & South: 20 Ilan Ramon Rd., POB 3570, Beer Sheva. Tel: 08-643.1528
mishpacha_beer_sheva@alut.org.il

Jerusalem: 30 Hatzfira Street, Jerusalem. Tel: 02-566.5294
Mishpacha_Jerusalem@alut.org.il

Haifa: 20 Moriah Street, Haifa. Tel: 04-810.1569
mishpacha_haifa@alut.org.il

Carmiel & Valleys: POB. 50061, Carmiel 21605. Tel: 04-990.5885.
mishpacha_carmiel@alut.org.il

Arab sector: 63a Krinitzi Street, Ramat Gan. Tel: 052-423.7535
mishpacha_migzar@alut.org.il

The National Insurance Institute

1. General Disability Allowance

What is the General Disability Allowance?

This is a subsistence allowance given to disabled individuals whose ability to earn an income is detrimentally affected due to a physical, mental or psychological disorder. It is a monthly allowance granted in accordance with the Bituach Leumi (National Insurance) Law and under Bituach Leumi responsibility. Unlike entitlement to the Disabled Child's Allowance which is given up to 18 years old by virtue of a clause specifically relating to "autism and similar disabilities", there is currently no similar definition in the Bituach Leumi regulations relating to adults. For this reason, a general disability allowance is given to individuals on the autism spectrum, under the clause relating to psychological disabilities and mental retardation.

Who is entitled?

Individuals from the age of 18 years up to retirement, who are Israeli citizens and live at home, and who, as a result of physical, mental or psychological disorder, cannot earn at all or can earn only up to 25% of the average market salary.

Important! When the individual lives in a Ministry of Welfare home-away-from-home, her or his parents are entitled to 20% of the allowance.

Who to approach?

Bituach Leumi stops paying the Child Disability Allowance at 18 years and 3 months. As the age of 18 nears, collect the required documents and when the child turns 18 approach the Bituach Leumi offices in your home area to submit a Claim for General Disability Allowance through its appropriate form.

Which documents to attach to your claim?

1. Current medical certification and any other medical document including certification on treatments.
2. Certification relating to employment and salary, if the claimant is working.
3. If the claimant is a student in a special education school, attach the school's functionality report.
4. Details of bank account.
5. Any additional documents that may prove entitlement to the allowance.
6. A confirmation of filing for custody

Stages in handling the submitted claim

First stage: determining scope of disability

This involves a medical examination by the Bituach Leumi certified physician, for determining the scope of medical disability. A condition to move to the next stage for setting Subsistence Disability is at least 40% disability where one type of disability is at least 25%, or when 60% disability and more is determined when no single disability is rated at 25%.

Second stage: determining scope of Inability to Earn Income

To determine the scope of inability to earn sufficient income, the claimant is examined for the degree to which her or his disabilities detrimentally affect the ability to earn income, the ability to be present in the workplace (full or part time) and the ability to move to different work or learn a new occupation (per level of physical and mental health and general health).

The Bituach Leumi Claims Officer will decide if the claimant is "disabled" and determine the percentage of disability after consulting with the certified physician and the Bituach Leumi rehabilitation officer.

For as long as the claimant's medical or functional state are unstable, the Bituach Leumi claims officer may fix the inability to earn percentage for a limited time frame, at the end of which the claimant must return for re-examination and setting of the inability to earn percentage.

Third stage: the decision

The allowance (percentage of disability) is determined by the percentages of the determined degree of incapacity. An earning incapacity of less than 50% does not entitle for a allowance. An adult set at 75% or more of the degree of disability is entitled to 100% disability allowance.

Inability to earn percentages include 60%, 65%, 74% and 100%. Persons with higher percentages are entitled to larger allowances.

The Officer's decision will be mailed to the applicant's home.

Allowances

A disabled person whose inability to earn level amounts to 75% or higher is entitled to a full monthly disability allowance. A full individual allowance amounts to 2299 NIS (as of 1 January 2013).

A disabled individual who is given an Inability to Earn level of 75% or less and who is also rated as having at least 50% medical disability and who is not in an institution is entitled to an additional monthly allowance in accordance with the percentage of medical disability, of a sum between 247 NIS (as of 1 January 2013) and 365 NIS (as of January 1, 2010).

A claimant for whom Inability to Earn determination is 60% to 74% is entitled to a partial monthly disability allowance according to the scope of the inability.

Example: A disabled individual who is given an Inability to earn level of 60% is entitled to an monthly allowance at the rate of 60% of the full allowance. **The Disability Allowance is paid on the 28th of each month into the claimant's or the guardian's bank account.**

The recipient of an allowance who has no other income is exempt from Bituach Leumi payments for as long as the allowance is being paid out.

Re-examination by claimant's request

Who is entitled to request a re-examination?

A disabled person may request the re-examination of their medical disability percentage provided the following conditions are met:

1. Their disability level is 75% or more;
2. 12 months had elapsed since the last medical disability level had been determined;
3. A certified physician has determined that a disability resulting in their medical disability level has exacerbated, or that a new disability has been identified.
4. The disabled person is not committed to an institution.

Submitting an Appeal for Percentage of Medical Disability

1. An individual for whom less than 80% medical disability is determined, or less than 75% Inability to Earn, is entitled to appeal the percentage of disability. Submit a written, reasoned appeal to the Bituach Leumi branch in your home area within 30 days (under some circumstances this can be 60 days) from the time that the Bituach Leumi written notification of percentage of disability was received.
2. The Medical Appeals Panel is entitled to authorize or alter the degree of medical disability determined by the certified physician.
3. The Medical Appeals Panel decision can also be appealed, but only on legal issues at the Regional Labor Court. The appeal must be submitted to the court within 30 days of receiving Bituach Leumi's written notification of its Medical Appeals Panel decision.

Appealing the Inability to Earn determination

Individuals with a determination of no loss of ability to earn, or a loss of less than 50% ability to earn, or with inability to earn is set at no more than 74%, are entitled to submit an appeal to the Appeals Panel.

The appeal should be submitted at the Bituach Leumi offices in your area of residence, in written and attaching reasons, within 30 days of receiving Bituach Leumi's written notification of the Inability to Earn decision.

The Appeals Panel is entitled to certify or alter the scope of Inability to Earn determined by the Claims Officer.

The decision of the Appeals Panel is final, and cannot be appealed except concerning issues of legality, in the Regional Labor Court, within 30 days from receipt of Bituach Leumi's written notification of the Appeals Panel's decision.

To download the General Disability Allowance claim form, click on the following link:

http://www.btl.gov.il/ואישרים%20טפסים/forms/Pages/default.aspx#anchorSpan_60e80574-0fd7-4fff-9553-e877b019fe70

Important ! An individual receiving General Disability Allowance may be entitled to benefits in various other organizations, such as those in the list below, from the Bituach Leumi site:

The rights of general disability allowance recipients granted by various government agencies:

1. Municipality – Property tax discounts
2. Ministry of Transport - Public transportation discounts
3. Queue-free public services and exemptions from personal care assistance fees
4. Ministry of Housing – Rent subsidization or assistance with purchasing a house
5. Ministry of Welfare
6. HMOs
7. Income Tax Credits
8. Purchase Tax
9. Israel Land Administration

* More information on these rights will be available below

2. Special Services Allowance

Who is eligible?

Women and men aged 18 years and up to retirement age, who are insured with Bituach Leumi and require extensive assistance of another person for everyday actions (such as dressing, eating, showering, mobility within the home, and control of bodily excretions) or who need constant supervision to prevent endangering their own, or others', lives.

The allowance is paid in addition to the General Disability Allowance and is determined according to the degree of functioning and dependency on others.

All the criteria listed below must be met:

1. The claimant is insured with Bituach Leumi, her or his age is between 18 years and 90 days, and up to retirement age, and she or he is in Israel.
2. The claimant receives General Disability Allowance from Bituach Leumi and a scope of at least 60% medical disability was set (relative to special services) **OR** the claimant does not receive General Disability Allowance but Bituach Leumi set medical disability at 75% (relative to special services) and the claimant also fills the criteria detailed below:
3. The claimant does not receive benefits in accordance with a mobility agreement.
4. The claimant is not hospitalized in an institution where medical services, nursing assistance services or rehabilitation services are provided.

An adult claimant living in Ministry of Welfare away-from-home housing is not entitled to a special services allowance (because the institution provides all these services).

Provide any other documentation that may prove entitlement to this allowance.

Who to approach, and how?

After receiving certification for the General Disability Allowance, apply to the Bituach Leumi offices in your home area and submit a claim for special services on the designated form.

Attach the following documents:

- Current medical certificates and any other medical document including proof/certification of treatments.
- Any other document that may prove entitlement to the allowance.

Allowance Rates – from Bituach Leumi site

- A person who needs a great deal of assistance in most daily activities throughout the day, or who needs constant supervision, is entitled to an allowance of 50% of the full disability allowance for a single person: at 1 January 2009 this was NIS. 973.
- A person needing assistance with **all** daily activities throughout the day is entitled to 105% of the full disability allowance for a single person: at 1 January 2009 this was NIS. 2,042.
- A person who is entirely dependent on another for all daily activities throughout the day is entitled to 175% of the full disability allowance for a single person: at 1 January 2009 this was NIS. 3,404.
- To the basic allowance figure are additions as follows:
- For a person receiving special services at a 50% rate: at 1 January 2009 this was NIS. 272.
- For a person receiving special services at a 105% rate: at 1 January 2009 this was NIS. 554.
- For a person receiving special services at a 175% rate: at 1 January 2009 this was NIS. 827.

Who to approach?

Submit the Claim for Special Services allowance to the Bituach Leumi branch in your home area. Before a decision is made, the claimant will be examined by the Bituach Leumi physician and in certain cases, may be examined in her or his home by a professional who will assess the scope of dependency.

Submitting an appeal to the Appeals Panel

An individual who is dissatisfied with the Bituach Leumi decision relating to the scope of allowance authorized, or whose claim was rejected, or is dissatisfied with the commencement date of the allowance, can submit an appeal to the Appeals Panel on condition that one of the following criteria exists:

1. The claimant receives a General Disability Allowance and has a medical disability of at least 60%.
2. The claimant does not receive General Disability Allowance but has a medical disability of at least 75%.
3. The claimant was entitled to a Special Services Allowance prior to reaching retirement age.

A written appeal detailing reasons must be submitted to the Bituach Leumi offices in your home area within 90 days from receipt of the Bituach Leumi decision.

Submitting an appeal to the Regional Labor Court

An appeal can be submitted to the Regional Labor Court by an individual who is dissatisfied with the Bituach Leumi decision only on legal issues. The appeal must be submitted to the court within 30 days from receipt of the written Bituach Leumi decision.

The claim form can be found at:

<http://www.btl.gov.il/טפסים/20%20אישורים/Document/t7850.pdf>

Further details on both the General Disability Allowance and the Special Services Allowance are at the Bituach Leumi site:

<http://www.btl.gov.il>

Electricity bill discount rate

Starting on May 2012 through to Dec. 31, 2013, Adults who are 18 years old and have not reached the age of retirement and are located on the autistic spectrum and are receiving a Special Services allowance at the rate of 105% or 175% are entitled to pay a reduced rate of 50% of domestic tariff, for the first 400 kWh consumed each month, for domestic use only.

Domestic water bill discount rate

As of July 1, 2012, every household is eligible for an addition of 3.5 cubic meters of water per month. This benefit is allocated for domestic consumers which reside at the billed property.

*Every citizen is eligible to receive 3.5 cubic meters of water per month at the low water tariff. This Benefit allows receiving an additional quota of 3.5 cubic meters of water per month at the low water tariff.

Who is eligible?

- An adult with autism is determined at a 70% medical disability according to the National Insurance Law.
- An adult with autism who is eligible for a Special Services Allowance.

National Insurance automatically forwards the details of the eligibility and there is no need to contact and actively seek the benefit that you are eligible for.

For every question this issue, please contact the water authority's hotline at:

072-2755440

Income Tax

The Entitlement

The Income Tax Authority allocates two credit points to the parents of a child / adult on the autism spectrum, in line with the broad interpretation of Clause 45 of the Income Tax Ordinance [New Formulation] which does not specifically refer to autism.

Is entitlement age-dependent?

- Regarding individuals aged 18 and up, parents are entitled to 2 credit points when their adult child lives at home with, and is supported by, them.
- If the adult child lives away from home, parents must advise the Income Tax authority and they may then be given a choice: 2 credit points against their income tax or a credit of 35% for costs of maintaining their child in external housing.
-

Who to approach?

Complete and submit the appropriate forms to the Income Tax offices in your home area.

Forms to submit

1. Form 116A – request for taxation credit points for an incapacitated relative: the form is attached as Appendix A.
2. Form 127 – “Medical Certificate” for Income Tax purposes, to be completed by a specialist physician only (neurologist / psychiatrist): the form is attached as Appendix B.

The forms can be downloaded from the Income Tax website at www.mof.gov.il/itc under the category “Forms”.

- The entitlement is linked to the income of one of the parents, but the points can be split between the parents at their request.

- **Important !** there is no ceiling to the income earned by a parent in order to receive the two credit points from the Income Tax Authority.
- In principle, a request should be submitted each year. In actuality, you can request a “multi-year authorization” testifying to permanent disability (non-transient) from your physician or Bituach Leumi and present it to the Income Tax Authority, which if accepted by them will save the need to submit the request for 2 points each year. You can try to ask for a “multi-year authorization” from the income tax supervisor without medical or Bituach Leumi certification as the supervisor **is** entitled by law to provide the requested authorization.
- The entitlement is **not** dependent on receiving a disability allowance from Bituach Leumi.
- Parents are entitled to receive retroactive tax returns with the addition of interest and linkage as normative for the Income Tax Authority, for up to six years prior to the request date (for those years in which entitlement would have existed).
- If one of the parents does not work, the entitlement is altered.

Bank Commissions Reduction

The Entitlement

Four teller actions per month for the cost of one direct service action.

Who is entitled?

A disabled client: that is, a client who has shown the bank Bituach Leumi certification indicating that she or he suffers from 40% or more disability. The entitlement commences on the 1st of the month following presentation of the required certification.

A teller action is significantly more costly than the same action completed by “direct” means such as the ATM [“caspomat”] option. A client presenting disability percentage will be charged for 4 teller actions per month at the rate of ATM actions.

Kupat Holim [Health Fund]

1. Individuals receiving the General Disability Allowance are exempt from payment for an appointment with an internal or specialist physician, for hospital liability and in various medical testing institutes and outpatients clinics.

The exemption is automatic, linked to a list provided to the health fund by Bituach Leumi.

For details apply to the Registration and Allocation officer at Bituach Leumi, 02-646.2000

2. It is recommended that you check the higher level and assistive capabilities of each of the health funds for rights they provide in funding and refunding for services.

Disabled Person's Parking Permit And Exemption from Licensing Fee

A disabled person's parking permit allows parking in spaces designated for the disabled, and in places where parking may not generally be allowed under certain set by law (which chiefly relate to non-disruption of traffic flow). The disabled parking permit and the Ministry of Transport do not exempt from paying parking fees. However, a disabled person is exempt from payment in public places where the only access for the disabled person is by parking in a public place requiring payment.

Who is entitled?

Parents whose children receive a disabled person's allowance of at least 60% disability, where transporting the child without a car may disrupt the child's health, and parents with children having disabled legs and requiring a wheelchair or vehicle as a means of conveyance. At the end of 2010 the Ministry of Transportation introduced a new workflow procedure for the Disabled Parking Permits Committee, which includes autism as an explicit criterion, but this criterion does not apply automatically. Each request is examined on its merits and decisions are made accordingly.

Who to approach?

The Regional Licensing Office in your area (or the Licensing Center in Ramleh). Submit your request to the Unit for Limited Mobility, Update & Control Center, POB 72 Holon, 58100, or via fax 03-5027686. There is no need for you to go to the Licensing Office.

Any questions / problems in this matter are to be referred to the Public Inquiries Licensing Office in Holon - Yaffa Sri yaffas@mot.gov.il

You can receive further details via recorded or live assistance on 1-222-56-78 or *5678. You can find the list of Licensing Offices on the Ministry of Transport website:

http://www.mot.gov.il/wps/portal!/ut/p/_s.7_0_A/7_0_52H/.cmd/ad/.ar/sa.subject/.c/6_0_341/.ce/7_0_52R/.p/5_0_4FT/.d/0?PC_7_0_52R_subject=index.jsp?subject=HE_RISHUI_INFO_31#7_0_52R

Forms to submit

- Request for Disabled Person's Parking Permit, and Exemption from License Fee (attached as Appendix D).
- Bituach Leumi certification of receipt of allowance for disabled/mobility challenged child (copy of the Bituach Leumi medical panel protocol).
- Photocopy of the Bituach Leumi Medical Panel Protocol.
- Medical certification detailing the mobility limitation, that the applicant requires supervision and assistance with mobility and that lack of a vehicle could undermine the applicant's health status.
- Parental request letter.
- Photocopy of the ID of the person in whose name the vehicle is registered, including the tab showing the relationship to the individual with limited mobility.
- Photocopy of the vehicle license.
 - If the vehicle is not registered in the name of the person with the disability, documents must be shown that prove a relationship with the disabled person: photocopy of both parents' IDs, or ID of the vehicle owner with whom the child is registered, or a legal guardian's documentation.
 - If the vehicle is registered in the name of a person who is not a relative of the disabled person, a declaration signed before an attorney or the court of law must be added, showing that the vehicle owner has placed the vehicle permanently at the personal service of the disabled person.
 - If the vehicle is registered on a company name, a letter should be presented by the company on company logo/letterhead that the vehicle is permanently dedicated for the disabled person's use.
 - If the vehicle is registered with a rental/leasing company, a rental agreement must be provided.

Important !

- In accordance with adjustment to the Disabled Persons' Parking Permit Law 5754-1993, you can now receive the parking permit for two cars if you can prove that both of the individuals requesting the permit transport the child.
- A person who does not possess authorization of disability allowance and is not entitled to a reduced license fee can nonetheless request a Disabled Person's Parking Permit direct from the Licensing Department physician. The request must be submitted to the Licensing Office closest to you together with current medical documents. The request will be examined by the Licensing Office's physician and a response will be forwarded by the office.

Note that the Disabled Person's Parking Permit can only be used when the disabled person is present. Using the permit under other circumstances may incur a heavy fine.

Licensing Fee Exemption

The exemption is given to people holding a disabled persons' parking permit. The license fee for a disabled person as of January 2010 is NIS. 21 and updates periodically.

Entitlement conditions

Licensing fee is paid for a vehicle that fills all the following criteria:

1. The vehicle is a private passenger vehicle, or private dual purpose vehicle, or commercial vehicle of total weight being not more than 3500 kg, or private minibus or motorcycle. It may be possible to receive entitlement for a commercial vehicle with a total weight of no more than 5000 kg.
2. The vehicle is registered in the name of the applicant, or applicant's and spouse's name, or spouse's name only, or the name of the applicant's guardian.
3. The vehicle is not for business or commercial purposes.

Retroactive payment

It is possible to receive a rebate on the proportional part of the licensing fee. Apply to the Licensing Office near your home area.

A vehicle currently or previously registered in the disabled person's name is exempt from Change of Ownership fee only if change of ownership is completed in the Licensing Offices.

There is no law governing obligation to provide parking permits and reduced licensing fee, which accounts for differences among the various offices.

For further details:

Ministry of Transport

POB 42, Bet Dagan 50250

Tel: 03-954.5400 Fax: 03-954.5450

Sunday to Thursday between 10:00 and 12:00

The Disabled Person's Parking Law is at:

<http://www.aisrael.org/Index.asp?ArticleID=1835&CategoryID=428&Page=1>

Exemptions from Queues and Personal Care Assistance Fees.

On 25 October 2013, a series of regulations providing for the rendition of queue-free public services had entered into force. These regulations also stipulated that persons with disabilities will now be exempt from personal care assistance fees in public places.

Queue-free Public Services – Who Is Eligible?

* Persons 18 years of age or older diagnosed with ASD, with a medical disability level of over 50% or more, are eligible to queue-free public services.

Following is a list of public services

* Please note – Queue-free public services shall not be rendered in places where the waiting takes place inside a vehicle (national parks, gas stations, etc.)

Exemptions from Personal Care Assistance Fees for Persons with ASD in Public Places – Who Is Eligible?

* Persons 18 years of age or older diagnosed with ASD, with a medical disability level of over 50% or more, are eligible to queue-free public services.

* Persons 18 years of age or older, diagnosed with ASD, who receive special services allowances.

Following is a list of public services.

Please note – The exemption from personal care assistance fees in public places does not apply in places where the service being rendered entails individual services provided to the personal care assistant, such as separate seats, rooms, etc.

* The above specified rights may be exercised by presenting the new NII Disability Certificate specifying their Queue/Personal Care Assistance Fees Exemption on its back.

- NII will begin sending the new Certificates as of December 2013, and Certificate holders are not required to actively contact the NII in order to obtain them.

* For further information, please contact the Equal Rights for People with Disabilities Commission at 02-5088034.

Public Transport – Discounts

The Entitlement

A disabled person over 18 years old who receives the Bituach Leumi disability allowance is entitled to a discount of 33% on the price of travel on certain public transport lines (some lines are not discounted). The discount is accessible **only** via purchase of multi-use reduced price tickets for entitled persons, which are sold on the bus or at the bus ticketing booth

Who is eligible?

Recipients of the General Disability Allowance with at least 75% Inability to Earn, and recipients of the General Disability Allowance who receive Income Assurance, and persons who have received certification from the Transportation Supervisor.

Who to approach?

The Discount Entitlement certification is automatically produced once every two years and given out in the month following receipt of the Bituach Leumi disability allowance certification. There is no need to apply to the Ministry of Transport.

If the Ministry of Transport certification was not received, write to:

Department of Public Transport

8 Hamlacha Street, POB 57109, Tel Aviv 61570 Fax: 03-565.7281

You can call the "Telemesser" [automatic message center] on 03-565.7183 and leave your details:

1. ID number
2. First name and surname
3. Mailing address

You can also call these numbers: 03-565.7193, 03-566.7243

The entitlement certification will be mailed to you. It must be shown to the bus driver, or the ticketing booth, in order to purchase a reduced price multi-use ticket.

Municipal Rates ["Arnona"]

The Entitlement

A recommendation to the local authorities for discount on property taxes (based on the State Economy Arrangements (property tax reductions) - 1993) exists. The discount rate is a decision of the local authority and varies for each one. The Ministry of Interior regulations require that all local authorities utilize a "property tax discounts Committee." The committee's duty is to examining the rights of the residents of discounts they authorized the Committee on - according to criteria set by law.

Who is eligible?

According to an amendment As of Jan.1, 2010, a discount to a child will remain even after the age of 18 is reached only if due to his disability an allowance was made for a disabled child as a minor and an allowance continues to be received for him from the National Insurance Institute as an adult. The maximum discount is 33% as long as an adult is residing with his parents / foster family.

If an adult lives on his own and he is paying for municipal tax payment he will be given a discount depending on the rank of medical disability and degree of earning capacity set for him. Additional information in the link: http://www.nevo.co.il/Law_word/law01/297_032.doc

Who to approach?

To receive the reduction, apply to the Municipality's Rates Collections Department to obtain a form, and submit a request for reduced municipal rates, attaching the documents required by the municipality such as disability allowance and medical documents.

- The discount is not given automatically but is considered by its merits.
- You can apply for a higher discount rate on the basis of need (according to income level test and the number of persons living at home). The disability rate to which the child is eligible will not be calculated into the test.

Bezeq Telephone Company

The Entitlement

Bezeq grants reductions when installing a telephone line (one-time grant) or when relocating it, and grants a fixed reduction within the monthly account. The reduction is only for a Bezeq line and not for an exchange.

The Ministry of Welfare Department of Rehabilitation is responsible for granting and funding the reduction. For details: 02-670.8215

There are no retroactive reductions. It is recommended that you do not delay submitting the request.

Who is eligible?

The disabled individual is entitled to the reduction. For as long as that person is living at home, the family is entitled to the reduction but when the disabled individual leaves home, the family will no longer be entitled and it will be cancelled.

Individuals who show Bituach Leumi certification of medical disability at 80% or higher, and who receive Bituach Leumi disability allowance of 75% and more, are entitled to the reduction. Only both certifications together will enable granting the reduction.

Who to approach?

The Ministry of Welfare is responsible for activating and funding Bezeq reductions. Contact the Ministry of Welfare Rehabilitation Department on 02-670.8111 and request the appropriate form (attached as Appendix B). To this attach certification showing disability of 75% or higher, and medical certification of disability of 80%; photocopy of telephone bill; and photocopy of the applicant's ID. Mail the form and documents to:

Ministry of Welfare Department of Rehabilitation

POB 1260, Jerusalem 91012.

The reduction commences from the date that the Ministry of Welfare advises Bezeq. There is no retroactive payment.

- Parents of two children both of whom have disabilities are entitled to a doubled discount.
- Currently the reduction is only for the Bezeq telephone line. If there is any change and other telephonic suppliers advise of reductions, official notification will be issued.
-

How the request is handled

1. The authorized Rehabilitation Department officers will review the applicant's eligibility in accordance with the documents attached to the request.
2. If the applicant is considered ineligible, the request and attachments will be returned with an explanatory letter.
3. If the applicant is considered eligible for a reduction in installation costs and/or telephone bill, signed certification will be mailed.
4. The applicant should then approach the Bezeq office in her or his home area to implement the reduction.
5. The reduction will appear in the telephone bill itself.
6. Parents who are entitled to a reduction on behalf of their disabled child will need to register or add the child as an owner of the telephone line, because the reduction is given only to the disabled individual. A fee is charged for adding a name.

Purchase Tax

Purchase tax is paid when purchasing an apartment, house or plot of land for building a home. It is calculated as a certain percentage of the value of the transaction on a sliding scale. According to Lands Improvement Tax Ordinances (Purchase Tax) 1974, this reduction can be requested when purchasing a home for adults with a disability.

Who is entitled to purchase tax relief?

1. An adult determined by Bituach Leumi as having Inability to Earn of at least 75%,
2. A permanently disabled adult with 100% medical disability, or with at least 90% disability in various parts of the body according to special calculation of the various deficiencies, is entitled to purchase tax relief. An individual with disability who is employed and is not entitled to a Bituach Leumi disability allowance can request that her or his scope of disability be determined by the Income Tax Ordinances.

The exemption and criteria for receiving it

- “Exemption” refers to payment of purchase tax of 0.5% of the value of the transaction alone (standard purchase tax is graduated from between 0.5% to 5%).
- The exemption is granted when purchasing a home or plot of land on condition that it will be used as the disabled person’s home. When purchasing a plot of land, the exemption will be given if the home is built within two years.
- Receiving the exemption requires that the contract is signed in the name of the disabled individual.

This exemption can be received only twice in the course of one’s life.

How to apply

The applicant should submit a declaration of purchase and request for exemption due to disability, to the Lands Taxation Office in the area where the purchase is located.

Submit the request for exemption on the appropriate form (Form No. 2973) together with Declaration of Purchase (Form No. 7002) to the Lands Taxation Office in the area where the purchase is located.

Legal Capacity

When the home is purchased in the name of the individual with the disability:

- In accordance with Clause 33 of the Law, and the individual having reached 18 years old, the court is entitled to appoint a guardian for an individual who is legally incompetent (being an individual who due to mental illness or disorder cannot care for her- or himself according to Clause 8 of the Law) or for any other persons who cannot consistently take care of their own requirements in full or part. This process is revocable. An appointed guardian is not authorized to represent the ward for actions whose validity depends on legal registration without the court authorizing same in advance (Clause 47(3) of the Law).
- In addition, according to Clause 48 of the Legal Capacity Law, “in legal actions between the ward and the guardian, the guardian’s spouse or relatives, other than providing the ward with gifts, and for legal actions between the ward and any other ward over whom the same guardian has guardianship, the guardian is not entitled to represent the ward without the court or another guardian appointed for this purpose, authorizes same in advance.”

In other words, parents wishing in the future to transfer rights in the home to the disabled individual’s sibling/s will require court approval for this action.

- Request to make the transaction must be submitted to the Family Court in the area where the home is located. The court will advise its decision as beneficial to the disabled individual.

- A **Lands Taxation Open Line** answers queries: Mondays and Wednesdays, between 13:00 to 15:00, on 1-800-222-337.
- Purchase of a home and registration in the name of the disabled individual is not merely technical but carries legal implications and consequences. We recommend that parents consult with a lawyer.

Home Loan Purchasing Assistance

In accordance with Ministry of Construction & Housing Instruction 08/01

Who is eligible for home purchasing assistance?

Individuals with the appropriate Bituach Leumi, Ministry of Health or Ministry of Defense certification indicating permanent disability or Inability to Earn of 75% and more, or limited mobility at 75% or higher, on condition that such individual is “**lacking a home**”, a term which, relevant to this situation, refers to:

1. An individual who currently does not own, nor previously owned, a home in full or in part.
2. An individual on whose name a home is registered, but that home is not available being populated by first degree relatives (family members) who do not currently own, or in the past owned, another residence registered in their names nor received assistance of any kind for residential purposes.
3. A family or single person whose home as registered in the family’s or individual’s name was transferred without remuneration resulting from divorce.

The scope of the loan is fixed according to several criteria

1. For a disabled individual who lives with her or his family: number of years married, number of unmarried children up to the age of 21 who live with the family, number of siblings and of spouse’s siblings who are residents of Israel, and number of months of military or national civic service of both the individual and her/his spouse.

2. For a disabled individual who lives alone, entitlement is granted from age 21 and up. To calculate the scope of the loan, the following factors are taken into account: the individual's age, number of siblings who are Israeli citizens and residents, and number of months of military or national civic service.

These parameters determine the entitlement points which are then translated into monetary values. The points system can be seen on the Ministry of Construction & Housing website: www.moch.gov.il

How to receive the loan

The loan is provided through one of the mortgage banks (listing included in this booklet). Register for the program via one of the mortgage banks and provide all relevant certification to the bank representative.

- When a guardian has been appointed for the applicant, registration at the bank must be in the presence of the registered individual and signed by the guardian who must present legal guardianship appointment.

Certificates and documents required

- ID and photocopy of ID with tab showing details of children and photocopies of the IDs of any single children over the age of 18 living with the parents, and certification of pregnancy (from 5 months and more) where relevant.
- Marriage / divorce certificate or any other official document indicating personal status.
- Immigrant ID (for new immigrants).
- Documentation proving military or national civic service.
- Certification of disability from Bituach Leumi of 75% at least.
-

Appeals

If your request to purchase a home with assistance has been rejected you can appeal to the Ministry of Construction and Housing Appeals Panel.

We strongly suggest that you consult with a lawyer specializing in home ownership by wards in order to prevent a situation where a property registered in the disabled individual's name cannot be sold in the future.

Law Governing Sick Leave – Escorting an Individual with an Impairment

Due to the nature of the impairment, a disabled child will often need supervision or personal care assistance, such as to treatment or special services, paramedical care or other assistive support, and medical visits and follow-ups. For this reason, parents of children with disabilities are often required to absent themselves from their place of employment. To balance employer / employee needs, the Law Governing Sick Leave (Absenteeism due to Child's Illness) 5753-1993, Clause 1b, states that:

(A) a disabled child's parent who has worked for at least one year in the same place of employment is entitled to receive up to 18 days annually for absences in order to provide personal assistance to a disability-diagnosed child and requiring parental absence from the workplace. These days can be offset against the parent's own sick leave days or annual vacation, as the parent chooses.

(B) The parent is entitled to a further 18 days to cover these absences as long as no one else (the other parent) has taken advantage of them as absences to provide assistance, under the following conditions:

- The spouse works and has not absented her- or himself from the workplace for the purpose of child supervision and personal care assistance.
- The spouse is self-employed and has not been absent from her or his place of work in order to supervise and/or escort the child.
- The parent is single-parenting.
- The disabled child is in sole custody of the single parent.

(C) The parent may also choose to be partially absent on some work days. Under such circumstances, the absence of the parent will be calculated on an hourly basis.

1. (D) An employee may use their sick leave days in order to assist their children, beginning from their first day of absence. Such payment also includes partial absences, and, under such circumstances, the absence is calculated on an hourly basis.

2. (E) The parent is entitled to 52 more hours per year (if employed full-time, and on a *pro rata* basis if less), which are added to their sick leave days as provided by law. These annual

leave hours can only be used for the purpose of assisting the child. Unused special sick leave days may not be accumulated. Such days may also be used on an hourly basis, beginning from the first day of absence. If the parent is a single-parent or if their spouse has not used their special sick leave days, the employee may also use special leave days not used by their spouse based on the extent of their employment.

*** The Law concerns any person with disabilities, irrespective of age**

Permit to Employ a Foreign Worker

The Entitlement

Employment of a foreign worker to care for the an adult requiring assistive care and employed at least as a full time employee.

Who is entitled?

- An individual who is entitled to a Special Services Allowance from Bituach Leumi.

An individual whose claim for Special Services Allowance was rejected due to scope of income, or because that individual chose a mobility allowance, is entitled to request a “renewed panel discussion” on her or his case at Bituach Leumi for the purpose of obtaining the permit to employ a foreign worker.

Who to approach?

Foreign worker permits are handled by the Interior Ministry’s Bureau of Immigration, Population and Border Passes Authority.

The process involves:

1. Receiving a permit in principle to employ a foreign worker: this request can be submitted independently or via one of the certified private bureaus or human resources offices for employing foreign workers; OR
2. Applying to a private certified bureau for employment of a foreign worker, to choose an employee and request a visa for the employee at the Ministry of the Interior.

Documents required

For the permit in principle:

- Complete the following three forms:
 - Form A – request to receive permit for employment of a foreign worker or extend existing permit

- Form B – Employer’s Commitment
- Form C – Waiver of Medical Discretion
- Attach to every such request the following documents:
 - Receipt showing payment of the permit request (a request submitted without this receipt will be returned to the applicant)
 - Photocopy of the applicant’s ID plus tab; and the employer’s ID if the employer is someone other than the applicant who cannot complete these requirements
 - Certification of official Guardianship if the applicant is a ward
 - Certification showing entitlement to Special Services will be transferred direct from Bituach Leumi to the Permits Unit, Nursing Assistance Section, and does not need to be attached to the submitted request, subject to the applicant signing on the Waver of Medical Discretion attached to the request.
- When requesting permit **extension**, also add the following:
 - Photocopy of foreign employee’s visa corresponding to the permit (as it appears in the passport).

Send the forms and required documents to the Support Unit, Department of Assistance, as follows:

Jerusalem: 34 Ben Yehuda Street, 13th Floor, Migdal Ha’ir Building. 02-622.9813/4

Tel Aviv: 53 Derech Shlomo, 4th Floor, 66089. 03-512.5422/6

North: 7 Pal Yam Street, Zim Building, POB. 109, 31003. 04-860.6703/4

South: 12 Alumot Street, Mashovit Building, 2nd Floor, Omer Industrial Area. 08-625.3017

It takes some two months to receive the permit, which arrives by mail.

After receiving the permit, approach the private certified bureau/s and request details on suitable employees currently in Israel, with a permit, and free to work, or alternately, employees still in their source country but interested in this type of employment. When the appropriate person has been found, the human resources placement company will request that the Ministry of the Interior issue the appropriate visa.

- Foreign employees usually arrive in Israel with very minimal Hebrew, having received some months of training in their home country. You can request a completely fluent Hebrew speaking employee but the salary will be higher, and it may take longer to find the appropriate person.
- The Law does not allow partnering with another family to employ the foreign worker. The visa is issued only for a specific family.

Important ! Information following changes to the employment method

- A private organization is not entitled to charge the employing parent/s or employee any fee whatever for registration only. The organization is entitled to charge the employer NIS.70 per month for services it must provide, including: quarterly visits, assistance in solving employment problems, assistance in arranging insurance, and extending permits and visas, etc.
- The organization is entitled to charge NIS.2000- from the employer when the organization acts as an agent/placement service for a new foreign worker.
- If the employer discharged the employee or the employee left the employer, the employer must advise the organization.
- If the employer has employed a new worker, a new placement letter must be received from the organization.
- A work permit cannot be extended if both employer and employee have not been registered as noted above.

Additional information and a list of private organizations can be found at:

<http://www.moital.gov.il/NR/exeres/ADD9C3AC-FA3F-460F-97E6-3ACA31BF5EDA.htm>

Pre-recorded or live information can be accessed via the National Information Line,
Assistance Nursing Permits: 1-700-707-147

Recruitment to the I.D.F.

As with all of Israel's citizens, youngsters with a diagnosis of ASD also receive their military recruitment papers. A youth with ASD / PDD is entitled to an exemption from military service by virtue of the medical diagnosis.

Until April 2008, an across the board exemption was automatically provided to all youth diagnosed on the autism spectrum. From that date on, following changes to the IDF profiles system, youth with Asperger's may be qualified for standard service at a profile of 45, which effectively means home front unit service.

How to receive an exemption

Anyone diagnosed on the autism spectrum but not diagnosed with Asperger's is considered "unqualified for recruitment". Nonetheless, you will need to obtain official exemption.

IDF data bases do not know in advance of any diagnosis nor do they have access to Bituach Leumi data bases and therefore also have no information on Bituach Leumi allowances. The IDF only has information concerning youth who are wards under guardianship and not living in their parental homes.

As a result, it is the parents' responsibility to advise the IDF while the youth is still a minor.

How to receive an absentee exemption

Send the following documents to the Recruiting Office at the address appearing on the call-up form. Note: as this is a legal procedure, all documents need to be either originals or identical to original under notary signature.

1. Diagnoses.
2. Updated original letter from your physician, confirming/certifying the diagnosis.
3. Document detailing the request for exemption, attaching the Request for Absentee Procedure, and providing maximum details, such as the youth's full name, ID, parents' telephone numbers, etc.

You will be sent a letter requesting permission to implement the Absentee Procedure, with the actual exemption being given only at age 18.

Important ! The exemption confirmation does not state that release from military service is due to a mental health clause.

- If the Absentee Procedure is not noted on the exemption request, the youth will be summoned to a medical panel for a Present Procedure. Parents are **not** automatically invited. Parents who wish to attend must request permission to escort their son/daughter to the relevant recruitment center.

Recruitment of youth with Asperger's

The Recruitment Center

If the potential recruit can serve in the IDF, s/he will be required to undergo the full recruitment procedure at the recruitment center including psychometric tests, personal interview and physical examination. If the potential recruit has learning disabilities or ADD/ADHD, we warmly recommend that the Didactic Examination also be handed in, to ensure that optimal IDF criteria can be offered.

A recruit with Asperger's can request testing by the recruitment center's mental health staff before undergoing even initial procedures. To do this, send the following documents:

1. Request letter with telephone number for follow-up contact, and the recruit's ID number.
2. Updated psychiatrist's report indicating medical status.
3. Opinion by other relevant professionals if any such opinions exist.
4. Report and opinion from the school.

If the recruit cannot attend the recruitment center alone and requires parental escort, the following additional documents should be attached prior to attending initial call-up:

5. Diagnosis.
6. Report from the psychiatrist, psychologist or social worker indicating that the recruit cannot perform the recruitment process alone.

7. A letter requesting permission to escort the recruit to the center: include telephone number, and the recruit's ID number.

If the required documents are not submitted, the youth will need to undergo the process alone at the recruitment center.

Important ! Escorting the youth to the recruitment center will produce the impression that the youth is not independent, which will affect the recruitment procedure.

Military Service

Every recruited soldier must undergo basic training, during which s/he receives a weapon. A 45 profile does not automatically presume a placement near home, but obligates the commander to letting the soldier home at least twice a week at the end of the day's activities.

The quality category set for youths with Asperger's is usually low, and the security classification is not high, so that placement can only be where appropriate roles are available.

Important – once the quality category ["kaba"] is determined, placement is usually completed by the aide, who has no information about the youth's status. It is also not possible to intervene in placement, or control in any way who the recruit's commander or unit mates will be during basic training.

Volunteering for the IDF

1. It is only possible to become a volunteer on receipt of a military exemption. The volunteer process takes time, so it is worth commencing it as soon as you have the exemption. Go to the recruitment center near your home, request the Department for Individuals Volunteering Officer, and submit your request to volunteer.
2. Following this, several procedures need to be undertaken at the recruitment center:
 - Psychometric exam
 - Personal interview (if not conducted at primary recruitment stage)
 - Another medical panel
 - Data authentication

Completing the process, and having the file transferred to the volunteers department can take 2 months from submission date. For an applicant with a mental health profile, an additional process is involved at the Mental Health Center to sign that the recruitment process is complete.

At this stage, the candidate undergoes a further psychiatric evaluation. When the file returns from the recruitment center, it must be signed once again before being transferred to the medical unit.

3. The file is transferred from the Recruitment Center to the Volunteers Unit (Administration and Induction Center). Within several days the file will be seen by the medical unit to review the request. If authorized, the youth will be invited to the Volunteers Panel within 3 to 4 weeks.

You may be asked to provide additional documentation (which may include general medical documents if there are additional medical issues) before the candidate is invited to the Panel. All the material will be reviewed by the physician who will set the Panel date. The waiting period depends on the time needed to process these extra documents.

Simultaneously, the candidate will be mailed a preferences questionnaire, to be completed and returned within two weeks.

4. At the Volunteers Panel the candidate will receive the decision concerning suitability for volunteerism from the medical viewpoint; if found suitable, the candidate will be asked to choose recruitment time.
5. Five months before recruitment, the candidate will be invited for an interview according to the preferences submitted. Placement will endeavor to take these preferences and medical requirements into account, alongside the IDF's needs.
6. On recruitment day, arrive in the morning. A bus will take the recruit from the center to the Meitav Base [formerly "Bakum" – Induction Center] to begin official enlistment. At the end of this day, the recruit returns home. The recruit will be told when to report to Tzrifin, Bahad 7 [Training Center 7] to complete a 5 day volunteers program which parallels to some degree the basic training from which they are exempt. On the 5th day, there will be a swearing-in ceremony with parents attending, and every volunteer will receive orders concerning which unit, and where, to report the Sunday immediately following.

For your information: the new IDF guidelines determine that volunteers who are unqualified for military service due to physical / mental health issues prior to recruitment will complete 24 months of volunteering. This is the minimum time possible but does not apply to special placements or long term courses [duration of service will be determined separately]. This instruction applies to youth born from 1991 and on.

Volunteers' rights

1. There is no guard duty or basic training.
2. Service must be close to home, unless special certification is received.
3. The volunteer position can be foregone up to one week prior to recruitment date.
4. If medical assistance is required during service, it will be provided via the health fund.

Volunteers' Branch 03-737.9064/3

Info Call Center, Recruitment Center: 03-738.8888 ext. 7

Recruitment Administration Volunteers' Supervisor.

Recruitment Center contact details

Calling *3529 takes you to the IDF recruitment and categorizing telephonic call center.

Access further information at "Olim al Madim" , the IDF website:

<https://www.aka.idf.il/Main/giyus>

Recruitment Center	Address	Telephone
Tel Hashomer	Tel Hashomer Base, Kiron Gate, MP 01215 http://www.aka.idf.il/giyus/leshakot/?CatID=23096&DocID=26655&sideScroll=0	03-738.8888
Haifa	12 Omar al Kayam Street, Haifa 33093. MP 01222 http://www.aka.idf.il/giyus/leshakot/?CatID=23096&DocID=26656&sideScroll=0	04-860.0700

Beer Sheva	22 Yad Vashem Street, 84419. MP 01228 http://www.aka.idf.il/giyus/leshakot/?CatID=23096&DocID=26657&sideScroll=0	08-629.8888
Jerusalem	103 Rashi Street, 94391. MP 01224 http://www.aka.idf.il/giyus/leshakot/?CatID=23096&DocID=26658&sideScroll=0	02-500.7000
Tiberius	Alhadief Street, Tiberius 14200. MP 01231 http://www.aka.idf.il/giyus/general/?CatID=23096&DocID=68577	04-672.9888

If you have any kinds of problems or deliberations, contact the ALUT Family Center staff:
03-670.3077

Volunteering with National Civic Service

If you received an exemption from military service, you can volunteer in National Civic Service, but you must begin before the age of 24. National Civic Service is one year long with an option for a second year, and includes volunteering in various roles.

Two National Civic Service programs integrate ASD youth. Other associations conduct National Civic Service activities which are not specifically geared for ASD youth.

“Meshalvim” Program

Meshalvim is a program coordinated by Bat-Ami and Gvanim and is activated throughout the country. The program enables youth with impairments to integrate into the National Civic Service system, helping them also integrate into society, and constitute preparation for entry into the world of employment and normative society as contributing productive citizens.

Volunteers serve 1-2 years depending on National Civic Service budgeting, and work a 30-40 hour work week.

Volunteers with ASD can integrate into all the public and social sector areas that National Civic Service volunteers can be found: kindergartens, schools, hospitals, old age homes, special needs institutions for children, and other organizations.

Meshalvim's target population is youth between 18 to 21 years old with physical, cognitive, sensory, communicative, and emotional impairments, who can be recruited for normal military service due to their impairment.

Candidates are located jointly with community systems such as special needs schools, welfare systems, and mental health clinics.

On completing their service, these youth are entitled to all the rights that released servicemen receive.

Basic Acceptance Criteria

- Young adult aged between 18 to 24 with an impairment [service MUST begin at by the age of 24, by law].
- Strong personal motivation
- Independent mobility with public transport
- Independent ability to work [in an appropriately needs-adapted environment].
- Exempted from the IDF
- Commitment Form for psychiatric/medical or other required treatment to continue during the course of National Civic Service volunteering, signed by the candidate
- Participation in preparatory workshop, activities and seminars provided by National Civic Service
- National Civic Service in the sphere of education (with backup from special needs schools) requires previous experience in working within the community and both a personal and group school support program

The acceptance process

- The candidate and her/his family (if the candidate is being educated through special needs education) complete a personal information sheet and personal preferences form. Both are submitted to *Meshalvim* prior to the interview.
- The candidate undergoes a personal interview with the National Civic Service coordinator, some of which is conducted without escorts present.
- If the candidate fills these basic criteria, the National Civic Service coordinator will look for an appropriate placement according to the candidate's preferences, personal skills and needs.
-

Who to approach?

1. At the Ministry of Welfare and Social Services department of your local council, submit a request that the candidate be registered as having ASD (if the candidate is not yet registered).
2. When this is acknowledged, request your family social worker to submit a request to the Supervisor for a "National Civic Service slot" in *Meshalvim* for the coming work year.
3. When this is certified, check with the Ministry of Welfare department that the confirmation has been forwarded to *Meshalvim* for follow-up and placement in the program.
4. Once the slot is confirmed, and details conveyed, you can approach the program's administrator, Ms. Elisheva Hayazmi, to receive details about how to progress: 052-607.0266

Bat-Ami website: <http://bat-ami.org.il/batami/default.aspx>

Important ! The number of slots allocated for ASD youth is limited. If there are no more slots available via the Ministry of Welfare option, other avenues will need to be accessed. Contact Ms. Hayazmi for details.

The Volunteers Association – National Civic Service

This organization accepts youth diagnosed with Asperger's and PDD on the basis of a personal interview with the youth. The diagnosis must be mentioned in the interview, so that the optimal options can be considered.

Who to contact

Register for a orientation day and interview via one of the following options:

- <http://www.slm-sl.co.il/pages.asp?id=56>
- Contact Lior: 02-652.1140 or via Shalem@sherut-leumi.co.il and leave your name, full mailing address, email address, home and cellphone numbers, and name of school
- Contact the Association call center 1-800-233-133, Sunday to Thursday inclusive, 16:00 – 21:00

Orientation Day includes:

- Introductory workshop, where the candidate meets the Shalem coordinator for his/her area, and receives information on the service framework.
- Personal interview, following the introductory workshop.

After the orientation day, the area coordinator will direct the candidate to the most appropriate slot. The candidate can visit, and undergo the personal acceptance interview there.

Additional National Civic Service organizations

Shlomit: <http://www.shlomit.org.il/web/>

Aminadav: <http://www.aminadav.org.il>

National Civic Service is supervised by the Special Roles Department of the Ministry of Welfare. Further information from the Ministry of Welfare site:

<http://www.molsa.gov.il/MisradHarevacha/HomePageMenu/VolunteersInfo/NoationalService>

Ministry of Welfare – ASD Services

The Department for Services for Individuals with Autism, which is part of the Ministry of Welfare, is responsible for providing services within the community or in external residential arrangement for children and adults diagnosed with ASD.

Only individuals registered with the Service are entitled to receive its services, even when they are provided by other organizations such as ALUT.

Who is eligible?

Children and adults with ASD are entitled to receive individual and community services such as employment centers, away-from-home residential solutions, leisure activities and social groups.

Who to approach?

Contact the social worker in the social services department in your home area to ensure the individual is registered. The social worker will make contact on your behalf with the Ministry of Welfare department.

Documents to provide

1. Detailed diagnosis. If there is no such report, then the report by a clinical psychologist and supporting psychiatrist is suitable. The report should preferably be current.
2. Appointment of Guardian Order. When the diagnosis is unequivocal, the department may require additional testing of its own, which process may take some months.

The Service's response is sent direct to the social worker in the social services department, who will then contact parents.

Note that registration with the Service prior to the age of 6 automatically terminates at the age of 6. Be sure to renew registration with the Service.

What are adults registered with the Service entitled to?

1. External Residential Solutions

Home-Away-From-Home (Hostel) frameworks

External residential frameworks exist specifically for individuals with ASD. They can usually be found in residential neighborhoods and provide as close to a family life style as possible, with community integration. The character of the home ensures the residents' dignity and takes into consideration their unique needs, wishes and abilities. The residences constitute a rehabilitative therapeutic environment geared at maximizing the individual's own capabilities in every sphere of life.

The Ministry of Welfare initiates establishment of these external residential frameworks as needed, and is the financial and supervisory body. The external residence frameworks are activated by service suppliers.

- Parents seeking placement for their son/daughter must be registered with the Services for ASD individuals, and submit request forms.
- The forms will be relayed to the regional placement panel responsible for matching individuals and frameworks. The decision will be conveyed to the welfare department social worker who will advise the parents.
- If placement is authorized, 80% of the disability allowance is automatically diverted by the government to the external residence, and parents receive only 20% of the allowance.

The external residence placement procedure can be lengthy. We recommend commencing the process and submitting documents at least one year in advance.

2. Services in the Community for At-home Individuals

Adults living at home with their parents are entitled to:

1. Nursing support: direct provision of assistance via funding of a supporter in the family home, for several afternoon hours. Receiving support assistance depends on the family's situation and the Ministry of Welfare budget.
2. "Mo'adonit" - Afternoon leisure clubs: an educational treatment framework that operates during the afternoon hours and provides individual and group therapy to improve social skills. Currently the number of afternoon leisure clubs available is extremely limited.
3. Referral for consultation and treatment of sexual issues.
4. "Nofshon" – an away-from-home framework for short term stays, in places specifically adapted and available particularly during weekends and vacation periods. The entitled individual may receive 15 days annually: entitled days cannot be accrued.
5. "Keitanah" - Day camps adjusted specifically for adults on the autism spectrum. The day camp is on a day by day basis and does not include sleeping over.
6. Employment

The Ministry of Welfare operates rehabilitative day care centers throughout Israel via various organizations, among them ALUT. The day care centers provide solutions for adults with ASD over the age of 21 and living at home, who are employable by age but whose functional status does not allow them to independently integrate into the free work place.

Placement in a day center will result in the center directly receiving 10% of the disability allowance, and parents receiving 90%.

An adult unable to travel independently to the employment framework can request assistance in funding transportation. An adult entitled to a Special Services Allowance cannot receive transportation funding.

To receive the Ministry of Welfare Services for Individuals with Autism, the individual must be registered with the Service through completion and submission of documents they require, and receipt of confirmation that the individual is registered.

Who to approach?

Contact the Department of Social Services in your home area. The department's social worker will guide you on the appropriate procedures.

Documents needed

- Current medical documents indicating the medical and functional status of the employment candidate.
- School report that also relates realistically to the candidate's situation. The report should include a description of overall functioning as far as dependence on others, ability to perform actions independently and the degree of supervision required.

Important ! The content of the educational report determines the scope of therapeutic staff allocated to the candidate.

Additional information on external residential possibilities and employment frameworks activated by ALUT can be found on the ALUT site at <http://www.alut.org.il> – Adults.

3. Employment

Integration into the workforce is a basic element of human life. Being employed is a firm expression of an individual's productivity in the society in which s/he lives. An individual with ASD is also afforded the chance to feel productively involved in society.

1. ALUT Employment – Background

ALUT operates day centers which provide the following needs: treatment, employment, rehabilitation, training, and professional orientation. These are structured into a personal program, allowing each individual to realize his or her potential.

ALUT currently operates ten day centers ("Meital") for adults living at home with their parents or in ALUT residential frameworks (hostels).

- Adults living at home with parents attend the day care centers as 'externals' and are directed to the centers by the welfare services in the community.

- Transportation: adults attending day centers who cannot travel by themselves are entitled to receive transportation and escort assistance from the local council.

The day center is intended for ASD adults who have completed their compulsory education (age 21 in special education and age 18 in regular frameworks) who are not in any other therapeutic framework. The center's guiding principle is that individuals with ASD are also entitled to integrate into the work force.

2. Goals and Objectives

The ALUT day center seeks to:

- Promote interpersonal communication, behavioral norms, concentration, and self image.
- Inculcate and develop work norms and professional skills.
- Develop independence in the work place.
- Provide a sense of satisfaction and interest in the work performed.
- Allow for creative work opportunities that produce a finished item.
- Encourage a way of life that resembles normative society as closely as possible [separation of work and home life].
- Training and placement in integrated work places within the community [models of employment providing maximum adaptation to abilities and preferences].

3. Employment Models Operated via Day Centers

Protected Center

The protected center serves as a center for employment testing and assessment, from the stage of absorption into the work program and throughout all the years that the adult with ASD is in the employment framework.

Emphasis is placed on improving the quality of life, and teaching basic work skills against a therapeutic background.

The range of workshops includes: factory work, various art workshops (painting, ceramics, woodwork, etc). These are supported by a range of professionals such as social workers, behavioral analysts and ALUT's professional unit. The protected center also activates a "green track" model focusing on agricultural work having a physical and dynamic nature.

Group Integration in the community – with Facilitator guidance

Placement in a work place together with a group of friends and with constant backup by a mediating and assisting facilitator.

Day center "employees" do not receive salaries and there are no employer-employee work relations.

Individual integration in the community

Individual placement in a work place where support is providing on a decreasing basis until the employee is fully acclimated and has attained maximum independence in the work environment. The individual will return to the protected center for employment integration if the placement position terminates or if the work day is shortened or for any other reason that prevents the individual from working there.

For the above type of employment option, the individual undergoes employment and salary earning evaluation by the Ministry of Industry, Trade & Labor (the guardian applies to the Ministry) following which two salary options become possible:

- Adapted minimum wage track

The individual's work capability will be evaluated and determined, according to which the minimum salary will be set in line with Adapted Minimum Salary Regulations for an individual with impairments and reduced work capability. This track encompasses an employer-employee relations.

- For further details call the information center on Adapted Minimum Salary at the Unit for Integration of Individuals with Impairments in the Workforce, Ministry of Industry, Trade & Labor. 1-700-70-78-71

- Additional information at the Ministry of Industry, Trade & Labor website:
<http://www.moital.gov.il/NR/exeres/FE8871FA-C7B6-4C56-8B85-B64599F3612F.htm>

- Rehabilitative track

An individual whose work capability is less than 20% can integrate into a workplace without an employer-employee relations according to rights to which individuals with impairments are entitled when employed under the definition of “rehabilitative employment” [Rehabilitative Employment Law].

- For further details call the information center on Adapted Minimum Salary at the Unit for Integration of Individuals with Impairments in the Workforce, Ministry of Industry, Trade & Labor. 1-700-70-78-71
- Additional information and detailed explanation and formulation of the law is at the Ministry of Industry, Trade & Labor website:
<http://www.moital.gov.il/NR/exeres/C31A2F86-1D2D-41BB-BD97-44A4AF2593B0.htm>

Employment, Disability Allowance, and Bituach Leumi Laron Law Amendment

Please note: the General Disability Allowance may be affected by the scope of income earned by the individual with ASD. An amendment to the Bituach Leumi law was recently passed, known as the “Laron Law”, intended to encourage individuals with impairments to enter the work force and earn salaries.

The goal of Bituach Leumi Amendment 109, the Laron Law, is to encourage individuals receiving the General Disability Allowance to enter the free work force and earn income. The rationale is to make participation in the workforce an activity having value, where the sum of monies combined from earnings and the disability allowance will always be higher than the allowance per se.

The law is not automatically activated. If Bituach Leumi is not advised that the individual with impairment wishes to be included in this program, Bituach Leumi will not implement any change to that individual’s status.

Who is the target population?

An individual “with a severe impairment” or “a long term impairment” [ie: has received disability allowance for at least 5 of the past 8 years] who is working and who receives up to 60% income or an individual “with light impairment” or “not long term” whose monthly income is 45% of the average salary.

- “Severe impairment” refers to an individual with a medical disability of 70% and more, or 40% medical, mental or psychological impairment in accordance with the list of impairments appearing in Clause 33 (titled “Psychotic Disorders” – evaluated as “social incompatibility”) or Clause 91 (which relates to mental retardation) in the list of disorders appearing as additions to the Bituach Leumi regulations (Determining Scope of Employment Disability). Individuals with ASD may be included under these clauses, as no specific clause relates to ASD per se.
- An individual receiving Disability Allowance who earns **more** than these amounts is still entitled to “**Encouragement Allowance**” as detailed below (but not to General Disability Allowance).

Main Principles in the Amendment

1. The more that recipients of disability allowances earn, the greater their overall income will be (earned income + disability allowance).
2. The scope of Inability to Earn set for the individual will not be lowered due to increased earnings from employment for as long as that individual is still entitled to disability allowance (regarding Encouragement Allowance – see later).
3. No further 75% disability levels will be set. Anyone with a 75% disability will be viewed as having 100% disability.
4. Auxiliary benefits – municipal tax reduction, rent assistance, electricity and telephone bill discounts, etc – will remain valid for as long as the individual is entitled to a disability allowance and fills the criteria for these benefits, without any time limitations. (A different arrangement exists for recipients of the Encouragement Allowance – detailed later).
5. An individual exempt from income tax payment will continue to enjoy this benefit. Nothing in the law is directed at detrimentally affecting the “negative income tax” benefit.
6. During the first 3 years, the individual receiving disability allowance is entitled to cease working, or if her/his income has lessened, can return to receiving the previous disability allowance without additional evaluations.
7. The amendment to the Law does not detrimentally affect the Mobility or Special Services allowances.
8. For individuals receiving the General Disability Allowance rather than the Encouragement Allowance, who commenced employment but were then dismissed or found that their income was reduced, their rights to Inability to Earn remain intact and do not change as a result of the period of employment.
9. When individuals are entitled not only to General Disability Allowance (rather than Encouragement Allowance) but also to any other kind of monthly allowance, these will continue to be received as usual, without being affected by the scope of income earned, for an **unlimited** period of time.

Concerning Encouragement Allowance

This allowance is substituted for disability allowance and paid automatically to anyone who is employed and fills the following criteria:

1. The individual received disability allowance for at least 12 consecutive months.
2. The individual's income from employment is higher than the figure set by law.* This figure is not uniform but determined according to the severity of the medical impairment and the period of entitlement to disability allowance.

* Severe disability: an individual for whom medical disability is set at 70% at least, or 40% as a result of mental or psychological disability.

Long term disability: an individual entitled to disability allowance for at least five years (60 months) of the 7 years preceding the date 1 August 2009.

The sum fixed by law for the above 2 instances is **60% of the average salary**.

The sum fixed by law for all other statuses is **45% of the average salary**.

How does Encouragement Allowance affect other benefits?

1. Increments for spouse and children (dependents' increment) decreases gradually relative to the sum over NIS. 8,006 earned by the individual [activated as of 1 January 2010].
2. Additional monthly allowance: one year after the Encouragement Allowance was commenced, the additional monthly allowance begins to increase gradually over a period of 4 years.
3. Auxiliary benefits:
 - As long as the individual is entitled to a graduated additional monthly allowance, s/he is also entitled to full auxiliary benefits, which continues to be the case for the following 3 years. Seven years thereafter, benefits will be provided relative to the scope of allowance.
 - If the individual is not entitled to graduated additional monthly allowance, no change will occur to entitlement to auxiliary benefits during the first 3 years. When these 3 years are over, benefits will be provided relative to the scope of the allowance.
 - The scope of the Encouragement Allowance is calculated according to several criteria: income, family status, percentage of medical disability, and scope of Inability to Earn.

To help calculate the scope of Encouragement Allowance, use the Bituach Leumi site:

<http://www.btl.gov.il/benefits/Disability/laron/Pages/Calculator.aspx>

Audio-calculator: 02-646.3555

Please note that the Laron Law is not automatically applied but needs to be joined by sending copies of your salary slips and a Declaration with name and ID number, requesting to join the Laron Law.

Further details on live answer service, 04-881.2245, Sundays to Thursdays inclusive, 08:00 to 17:00.

Guardianship

The Entitlement

A minor who has not reached the age of 18 years is under the responsibility of her/his parents, who are the “natural guardians”. The minor is legally unable to sign contracts or authorize medical treatments and take other major decisions. On reaching 18, the child is considered an independent adult, and by law is also legally self-responsible. They may sign contracts, do shopping, sign informed consent to surgery forms, face trial and sign affidavits. The parents of an 18-year old are prohibited from committing any act in their stead, or make any decision in their name.

Usually this would be a normal, natural process of a child turning into an adult, but for people with special needs, such as those diagnosed with autism, the person may be 18 years old, but they are normally unable to take care of themselves, and therefore they would need to appoint **a guardian**, a person with the legal capacity to take care of them, to make decisions in their name, and to protect their interests in their stead. A guardian is authorized to do whatever it takes to fulfill their duties, but certain acts mandate court approval (such as the buying and selling of real estate).

Who to approach?

Only the court can certify a guardian. When parents request guardianship over a child with autism who had reached the age of 18, the submission is lodged with the Family Court.

When is a guardian appointed?

The court appoints a guardian when it feels that the individual [“ward”] for whom guardianship is requested cannot take care of his/her own needs in full or in part, and that appointment of a guardian is in the ward’s best interest.

The court can decide that an individual is **legally incompetent** due to psychological or mental impairment that prevents the individual from taking responsible decisions. An individual certified as legally incompetent requires the agreement of a guardian for every legal action taken in every sphere of life.

A guardian can also be appointed when a person is not certified as legally incompetent. In such cases, the court will define the spheres over which the guardian is responsible. A guardian can be appointed for matters of property, or matters of body, or both. In the case of a ward with ASD, it is worth considering declaring legal incompetence.

Who can be appointed?

According to the law, a guardian can be: any person, a relative of the ward, attorney, corporation, the institution in which the ward lives, a foundation or association, and so on, or the Administrator General who is the legal representative for all guardianship issues.

Usually preference will be given to a family member. If this is impossible, another party can be appointed. Because the role involves a good deal of responsibility and invested commitment, the court will not appoint anyone who does not agree to be a guardian.

How does the court decide guardian appointment?

The court will appoint a guardian who it deems as most suited under the specific circumstances to benefit the ward. The court must act in the ward's best interests and is entitled to appoint several guardians as appropriate. The court will hear stances presented by the ward's family and even the ward him/herself, if possible.

Many parents find this process insulting and frustrating, in that they were responsible for their child for 18 years. Please bear in mind that this is a **legal procedure** intended to protect all parties, and the court's **legal obligation** to examine that the proposed guardian is indeed the person most suited to care for the ward.

Who is entitled to request guardianship appointment?

A request to be appointed guardian can be submitted by the ward's family or relatives, or the government's Administrator General although the latter will usually derive from a request by the social worker handling the ward's case, and via the Ministry of Welfare. The request can be submitted direct to the court, or via a lawyer.

When is guardianship appointment / legal incompetence submitted?

It is recommended that the procedure to declare legal incompetence and appoint a guardian commence shortly prior to the individual turning 18 years old. If the request is made after the individual turns 18, attach a request to be appointed as interim guardian until the court reaches its decision.

How is the application submitted?

Application to declare legal incompetence

The request must be in writing, and detail the following:

- Name, address and ID number of the person making the request
- Photocopy of the applicant's and ward's IDs.
- Reason/s for making the request
- Declaration by the applicant (certified by an attorney) to authenticate facts contained in the application, the declaration is performed in front of a lawyer in court [this involves payment of a fee].
- Medical documentation (family physician / psychiatrist) detailing the ward's health status.

Application to be appointed guardian

The request must be in writing, and detail the following (see also, Appendix F):

- Name, address and ID number of the person making the request
- Declaration by the applicant (certified by an attorney) to authenticate facts contained in the application
- Name and address of the proposed guardian, and written agreement to serve as guardian. If the proposed guardian is only one of the parents, written agreement of the other parent indicating no opposition to the appointment must also be attached.
- An opinion prepared by the psychiatrist or family physician detailing the ward's status. The opinion must relate to whether the ward is capable of taking care of his/her own needs in part or full, and the degree to which the ward is able to understand the

significance of having a guardian appointed, and whether the ward expresses any views on the matter. If the ward is unable to present an opinion, the medical report must clearly state the following: The abovementioned individual is unable to express an opinion on the appointment.

- It is worth also attaching the social worker's opinion; and the decision of the placement panel, if such exists.
- The application must be submitted to the Family Court in the ward's area of residence. One copy is sufficient to the best of our knowledge, which is scanned to a computer.
- The procedure requires payment of a fee to the court, and you will need to pay for the Declaration signed before an attorney if you are applying independently.

Once the application is reviewed, and the opinions of the Administrator General and the Ministry of Welfare Administrator are received by the court, the court will usually appoint the applicant as guardian. Occasionally the Ministry of Welfare may request that a review of the applicant and the ward be conducted prior to making its decision.

What are a guardian's duties?

An appointed guardian is obliged to take care of all the ward's needs and manage the ward's finances and property.

Preparing a report of belongings

Within 30 days of being appointed, the guardian must submit a detailed list of all the ward's assets and debts to the Administrator General. The guardian must continue to keep clear accounts of the ward's assets, income and expenses. In addition, at least once annually the guardian must submit a current report on the status of the ward's assets, income and expenses to the Administrator General.

Managing the ward's finances

The guardian must invest any surplus funds beyond the ward's daily needs such that their value will be assured and even increase if possible.

Managing the ward's assets

If the ward owns registered assets (usually property such as a home, car) the guardian must advise the appropriate authorities of appointment, to ensure that any transactions must be directed through the guardian.

Additional information on guardianship

Details on the duties that a guardian must fulfill relative to the ward, the court and the Administrator General can be received from:

The Administrator General's Supervisory Department,

Ms. Gittit Sar-Shalom, Auditor,

216 Yaffo Street, Jerusalem.

02-531.1612

- More information is available on the Administrator General's website:

<http://www.justice.gov.il/MOJHeb/ApotroposKlali/PikuahApotropus/TfasimNew/>

Updated forms can be downloaded from the courts website at:

<http://elyon1.court.gov.il/heb/forms/8.pdf>

and on the Guidelines for Guardianship Applicant, at:

<http://www.patent.justice.gov.il/NR/rdonlyres/DE90D267-4DA7-4E3F-B473-E64481B721FD/0/paptklaliheb.pdf>

and on the Guardian's Guidelines, at: <http://www.justice.gov.il/NR/rdonlyres/424C92D0-5AC8-4C79-8D82-95041384CAC3/14722/paptklalihebrew.pdf>

The ALUT Guardians for People with ASD Organization:

The organization provides services to children and adults whose disability stems from their autism, and may serve as the person's guardian as provided by law and subject to court

approval. The organization serves as a guardian the person's physical and mental faculties, and is authorized to administer their property subject to court approval.

Contact Information:

Tel. 074-704891 Fax: 074-7047892

Email: info@autropsut.org.il

Address: The ALUT Guardians for People with ASD Organization

Twin Towers 2, 35 Jabotinsky St., Ramat-Gan.

Reception hours (by appointment): Sun, Wed: 8:00AM-4:30PM, Tue: 3:30PM-8PM.

List of Family Courts in Israel

City	Address	Phone	Fax
Kiryat Shmonah	Commercial Center		04-6950505
Nazareth	Maayan Street, Russian Compound, 16000		04-6467817
Tiberius	1 Hatziyonut Street, Tiberius 14275	04-6722221	04-6722673
Haifa	2 Bialik Street, Haifa 33105		04-8660079
Kfar Saba	14 Tchernikovsky Street, K”S 44101	09-7763200	09-7474715
Ramat Gan	38 Ben Gurion Street, R”G 52511	03-6100800	03-6100887
Jerusalem	12 Beit Hadfuss Street, Jslm 95156	02-5010222	02-5110227
Rishon Lezion	5 Yisrael Galili Street, R”Lz 75100		03-9425605
Ashdod	Mordei Hageta’to Street, Ashdod 77370	08-8514041	08-8514044
Beer Sheva	5 Hatikva Street, B”She or he 84102		08-6470369
Eilat	3 Derech Yotam		08-6375507

- National Information Center: 02-659.3333 Sun-Thurs 08:00-18:00
- Inheritance: Inheritance Laws are equally valid for individuals with impairments. To ensure their rights, consult with a lawyer specializing in family law. An executor can be appointed by Will to ensure your child’s rights.

Index of Forms

Form	Appendix No.	Page No.	Sphere of responsibility	Download from:
General Disability Claim	A		Bituach Leumi [National Insurance Institution]	Bituach Leumi site: www.btl.gov.il
Request for Bezeq Telephone Company discount	B		Ministry of Welfare	
Request for Permit to Employ Foreign Worker	C		Interior Ministry: Population & Immigration Authority	http://www.moital.gov.il/NR/exeres/ADD9C3AC-FA3F-460F-97E6-3ACA31BF5EDA.htm
Request for Disabled Person's Parking Sticker & License Fee Exemption	D		Ministry of Transport, Dept. of Licensing & Transportation	Ministry of Transport site: http://www.mot.gov.il/wps/portal/!ut/p/.s.7.0.A/7.0.52H/.cmd/ad/.ar/sa.subject/c/6.0.341/.ce/7.0.52R/.p/5.0.4FT/.d/0?PC.7.0.52R.subject=index.jsp?subject=HE_RISH_UI_INFO.31#7.0.52R
Family Court Guardianship Application	E		Ministry of Justice	http://elyon1.court.gov.il/heb/forms/8.pdf