Becoming a parent

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Foreword

The *Becoming a parent* chapter, prepared by Services Québec, contains general information on the main government programs and services available to parents and future parents as well as the formalities to be completed following the birth of a child.

If, after reading this section, you would like to obtain a detailed list of the steps required to avail yourself of Gouvernement du Québec programs and services, consult the electronic guide *Becoming a parent*, offered at the following address: Québec.ca/en/parent. You can save the list for future reference through My Québec Services Account, a personalized, secure online space. Confidentiality is ensured!

For more information on this section, My Québec Services Account or Gouvernement du Québec programs and services, contact Services Québec.

**Online**
Québec.ca

**By telephone**
Québec area: 418 644-4545
Montréal area: 514 644-4545
Elsewhere in Québec: 1 877 644-4545
TTY (Teletypewriter): 1 800 361-9596

**In person**
At a Services Québec office near you. You will find the contact information for the office in your region in the Contact Us section at Québec.ca.

We want to thank all those involved for their assistance in updating the *Becoming a parent* section.

Happy reading!
My Québec Services Account provides you with a list of personalized steps that you must take to access government programs and services upon your child’s birth, and allows you direct access to online services.

Simplify your steps and use your time to enjoy the happy event!

mondossiercitoynen.gouv.qc.ca
Before birth

Parental leave and preventive withdrawal

Leave under the Act respecting labour standards
Commission des normes, de l’équité, de la santé et de la sécurité du travail

The paid and unpaid leave you are entitled to is specified in the Act respecting labour standards. While the Act protects the majority of salaried employees in Québec, some are totally or partially excluded. Unionized employees should check the clauses in their collective agreements dealing with leave.

The Act respecting labour standards also provides for unexpected events that may occur during certain types of leave; other provisions allow you to be absent to fulfill obligations related to your child’s care, health or education. Contact the Commission des normes, de l’équité, de la santé et de la sécurité du travail for details.

Note that some leave that is unpaid under the Act respecting labour standards is paid, in whole or in part, under the Québec Parental Insurance Plan (see Québec Parental Insurance Plan, page 717).

To avail yourself of any of the leaves described in this section, you must meet certain eligibility requirements.
Leave granted for medical examinations related to pregnancy
You may be absent from work, without pay, for medical examinations related to your pregnancy. You must notify your employer as soon as possible of the time you will be away.

Maternity leave
Generally speaking, if you are a salaried employee and pregnant, you are entitled to take up to 18 consecutive weeks of maternity leave without pay. The maternity leave may not begin before the 16th week preceding the expected date of delivery.

At least three weeks before you start your leave, or less if your state of health forces you to leave sooner, you must give written notice to your employer, stating the date on which your maternity leave will begin and the anticipated date of your return to work. The notice must be accompanied by a detailed medical certificate or a written report signed by a midwife.

At the end of your maternity leave, the employer must reinstate you in your former position and give you the same salary and benefits to which you would have been entitled had you remained at work.

Spousal leave (birth or adoption)
You may be absent from work for five days at the birth of your child, the adoption of a child (including your spouse’s child) or if there is a termination of pregnancy in or after the 20th week of pregnancy. The first two days are paid.

This leave may be taken one day at a time at your request, but may not be taken more than 15 days after the child’s arrival at home or after the termination of pregnancy.

Paternity leave
You are entitled to take up to five consecutive weeks of unpaid paternity leave upon the birth of your child. You may not transfer your paternity leave to the mother of your child or divide it between you. Paternity leave is in addition to the five days of leave mentioned in "Spousal leave (birth or adoption)". It may not begin before the week of your child’s birth and must not end later than 52 weeks after the week of the birth.
Parental leave
The mother and father of a newborn as well as anyone who adopts a child (including their spouse’s child) are entitled to parental leave without pay of up to 52 consecutive weeks. Parental leave is in addition to the maternity leave of up to 18 weeks or, in the case of the father, paternity leave of up to 5 weeks.

Parental leave may not begin before the week in which your child is born or, in the case of adoption, the week the child is entrusted to your care, or the week in which you leave your work to go to a place outside Québec to pick up the child. Parental leave ends no later than 70 weeks after the birth of your child or, in the case of adoption, 70 weeks after the child was entrusted to your care.

You must give your employer at least three weeks’ notice prior to taking parental leave, indicating the date on which your leave will begin and the date on which you will return to work. Notice may be shorter in certain cases.

For more information, contact the Commission des normes, de l’équité, de la santé et de la sécurité du travail.

Online
www.cnesst.gouv.qc.ca

By telephone
Throughout Québec: 1 844 838-0808

For a Safe Maternity Experience program
Commission des normes, de l’équité, de la santé et de la sécurité du travail

Pregnant or nursing workers enjoy special protection under the Act respecting occupational health and safety.

If you are pregnant and your working conditions are dangerous to your health or that of your unborn child, you are entitled to be reassigned to duties that involve no such danger and that you are capable of performing.
If your duties or work station cannot be modified, if you cannot be assigned to other duties or if the danger cannot be eliminated at the source, you may temporarily stop working and receive compensation from the Commission des normes, de l’équité, de la santé et de la sécurité du travail.

This is not maternity leave, but rather a preventive program whose main objective is to allow you to continue working in a safe environment. To avail yourself of this program, you must ask your physician to complete the Preventive withdrawal and re-assignment certificate for a pregnant or breast-feeding worker form.

For the certificate to be valid, your physician must consult the physician in charge of health services for the establishment where you are employed or the physician designated by the public health director of the region in which the establishment is located. There is no charge to obtain the certificate.

If you are nursing your child and wish to avail yourself of the For a Safe Maternity Experience program, you will need to obtain a new certificate, even if you were reassigned or benefited from preventive withdrawal while pregnant. In the case of nursing mothers, only conditions that could harm the child are taken into consideration.

For more information, contact the Commission des normes, de l’équité, de la santé et de la sécurité du travail.

**Online**
[www.cnesst.gouv.qc.ca](http://www.cnesst.gouv.qc.ca)

**By telephone**
Throughout Québec: 1 844 838-0808
Financial assistance

Québec Parental Insurance Plan
Services Québec

The Québec Parental Insurance Plan (QPIP) pays benefits to all eligible wage earners and self-employed workers who take maternity, paternity, parental or adoption leave. Since this is an income replacement plan, you must have earned income from employment or a business in order to be eligible.

QPIP benefits equal up to 75% of your average weekly earnings calculated on the basis of your maximum insurable earnings, which cannot exceed the maximum insurable earnings in effect on the date when benefits begin. To find out the maximum insurable earnings considered in calculating benefits, visit the related page of the QPIP website at www.rqap.gouv.qc.ca.

Eligibility conditions
To be eligible for the QPIP, you must:

• be a resident of Québec on the start date of the benefit period
• have paid or be required to pay premiums under the QPIP during the qualifying period
• have minimum insurable earnings of $2,000 during the qualifying period

If you are a wage earner, you must also have stopped working or seen a reduction of at least 40% in your usual weekly employment income (wages).

If you are a self-employed worker, you must also:

• have resided in Québec on December 31 of the year preceding the beginning of the benefit period
• have ceased your business activities or reduced the time spent on them by at least 40%
If you are **a wage earner as well as a self-employed worker**, you must also:

- have resided in Québec on December 31 of the year preceding the beginning of the benefit period
- have ceased your business activities or reduced the time spent on them by at least 40% **and** have stopped working or seen a reduction of at least 40% in your usual weekly earnings

**Types of benefits**

Four types of benefits are available under the QPIP:

- maternity benefits for the mother who gave birth
- paternity benefits for the father only
- parental benefits, which can be received by either parent or shared between the parents
- adoption benefits, which can be received by either parent or shared between the parents

You must choose between two options: the basic plan, which pays lower benefits over a longer period, or the special plan, which pays higher benefits over a shorter period.

The first parent to receive benefits chooses the plan. For more information on the terms and conditions of each plan, visit the QPIP website at [www.rqap.gouv.qc.ca](http://www.rqap.gouv.qc.ca).
The following table indicates the maximum number of benefit weeks and the percentage of average weekly income for each type of benefit under each plan.

<table>
<thead>
<tr>
<th>Type of benefits</th>
<th>Basic plan</th>
<th>Special plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Maximum number of benefit weeks</td>
<td>Percentage of average weekly income</td>
</tr>
<tr>
<td>Maternity</td>
<td>18</td>
<td>70%</td>
</tr>
<tr>
<td>Paternity</td>
<td>5</td>
<td>70%</td>
</tr>
<tr>
<td>Parental</td>
<td>7</td>
<td>70%</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>55%</td>
</tr>
<tr>
<td>Adoption</td>
<td>12</td>
<td>70%</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>55%</td>
</tr>
</tbody>
</table>

How to apply
You have the option of completing an application for benefits on the QPIP website [www.rqap.gouv.qc.ca](http://www.rqap.gouv.qc.ca), or with the help of a QPIP customer service agent by calling 1 888 610-7727. For more information, visit the QPIP website or call the customer service number.
**Special pregnancy benefit**  
*Ministère du Travail, de l’Emploi et de la Solidarité sociale*

If you are pregnant and receive benefits under the Social Assistance or Social Solidarity programs or Aim for Employment Program, you are eligible for a special pregnancy benefit of $55 per month in addition to your monthly financial assistance.

This special benefit, which is paid each month until you give birth, is designed to help you buy healthy food during your pregnancy.

To receive the special pregnancy benefit, you must, as soon as possible, provide your local employment centre (CLE) or a Services Québec office with a written attestation signed by a physician, a midwife, or a clinical nurse, certifying that you are pregnant and indicating the number of weeks of pregnancy and the expected date of delivery.

You are also eligible for this special benefit if you have a dependent child who is pregnant and you receive benefits under the Social Assistance or Social Solidarity programs or Aim for Employment Program.

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**Tax credit for the treatment of infertility**  
*Revenu Québec*

You may be able to claim the refundable tax credit for the treatment of infertility if you incurred expenses for *in vitro* fertilization treatments. Certain conditions apply. This tax credit is equal to a percentage of eligible expenses paid by you or your spouse during the year. The percentage varies according to family income. Eligible expenses are limited to $20,000.

To claim this tax credit, you must enclose the duly completed *Tax Credit for the Treatment of Infertility* form with your Québec income tax return.

A refundable tax credit is an amount that may be granted to you even if you have no income tax payable. As a rule, the amount of the tax credit is determined on the basis of your annual income tax return.
You may also receive advance payment of the tax credit for treatment of infertility if you meet certain conditions.

To apply for advance payment of your tax credit, you must send the duly completed *Tax Credit for the Treatment of Infertility: Application for an Advance Payment* form to Revenu Québec, along with the required documents.

For more information, contact Revenu Québec.

**Online**
revenuquebec.ca

**By telephone**
Québec area: 418 659-6299
Montréal area: 514 864-6299
Elsewhere in Québec: 1 800 267-6299

**TTY (Teletypewriter)**
Montréal area: 514 873-4455
Elsewhere in Québec: 1 800 361-3795

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**Student financial assistance**
*Ministère de l’Éducation et de l’Enseignement supérieur*

Under the Loans and Bursaries Program, various measures have been put in place to help balance studies and family obligations. For example, as soon as a mother is 20 weeks pregnant, living expenses for a child are recognized when assessing the amount that could be awarded to her.

If you are a part-time student and have parental responsibilities, you could be eligible for the Loans and Bursaries Program, usually reserved for full-time students.

If you interrupt your studies because of a pregnancy or following a birth or an adoption, you may be temporarily exempted from repaying your student loans.
To find out more on the subject, you can contact Aide financière aux études or consult its website.

**Online**
www.afe.gouv.qc.ca

**By telephone**
Québec area: 418 643-3750
Montréal area: 514 864-3557
Elsewhere in Québec: 1 877 643-3750

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**Childcare services in Québec**

*Ministère de la Famille*

In Québec, there are different types of early childhood education and care service and applicable standards vary depending on the type of service chosen by the parents.

**Recognized childcare services**

Certain childcare services are recognized under the *Educational Childcare Act*. They must:

- hold a permit issued by the Ministère or be recognized by the home childcare coordinating office
- comply with the Act and its regulations
- apply an early childhood educational program fostering the overall development of young children

Permit holders are inspected by Ministère staff members. In the case of home childcare providers, they receive compliance visits by home childcare coordinating office staff members.
Non recognized childcare services
Some childcare services are not recognized under the Act. These services:

• are not required to hold a permit issued by the Ministère or to be recognized by a home childcare coordinating office
• are not obliged to apply an educational program
• are not inspected by the Ministère, except in the event of a complaint, or given compliance visits by a home childcare coordinating office

For example, community drop-in day care centres and nursery schools are non recognized childcare services. A childcare service that cares for no more than 6 children may also be non recognized. It must still meet certain legal and regulatory requirements, but does not have to comply with those that apply only to recognized childcare services.

Illegal childcare services
Unless certain requirements are met, it is illegal to provide childcare services in exchange for remuneration without having obtained recognition from a home childcare coordinating office or a permit issued by the Ministère.

Parents who have doubts regarding the legality of a childcare service are invited to contact the Service des renseignements of the Ministère.

Online
www.mfa.gouv.qc.ca

By telephone
Ministère de la Famille
Throughout Québec: 1 855 336-8568
The following table presents the characteristics of childcare and day care service facilities. On page 726, you will find a table presenting the characteristics of home childcare service providers.

<table>
<thead>
<tr>
<th>Childcare centre (permit holder)</th>
<th>Reduced-contribution spaces</th>
<th>Service recognized under the Act</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Childcare centre (a non-profit organization or a cooperative)</td>
<td>Yes</td>
<td>Yes</td>
<td>• Basic contribution per day payable to the childcare centre and</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• An additional annual contribution depending on the family income*</td>
</tr>
<tr>
<td>Subsidized day care centre (a natural or legal person, usually non-profit)</td>
<td>Yes</td>
<td>Yes</td>
<td>• Contribution determined by the childcare centre</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Costs eligible for the tax credit for childcare expenses</td>
</tr>
<tr>
<td>Non-subsidized day care centre (a natural or legal person, usually non-profit)</td>
<td>No</td>
<td>Yes</td>
<td>• Possibility of obtaining advance payments on a monthly basis</td>
</tr>
</tbody>
</table>

* The additional contribution is paid to Revenu Québec when filing the annual income tax return.
<table>
<thead>
<tr>
<th>Main characteristics</th>
<th>Number of children</th>
<th>Parent participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Premises set up specifically for the childcare service</td>
<td>• 80 children maximum</td>
<td>• Board of directors composed of a majority of parents</td>
</tr>
<tr>
<td>• Children usually divided into groups based on age</td>
<td>• Educator to number of children ratios depending on the children’s age must be respected</td>
<td>• Parent advisory committee</td>
</tr>
<tr>
<td>• Presence of a number of educators</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* The additional contribution is paid to Revenu Québec when filing the annual income tax return.
### Home Childcare Providers

<table>
<thead>
<tr>
<th>Recognized by a Home Childcare Coordinating Office</th>
<th>Home Childcare Provider (Subsidized)</th>
<th>Home Childcare Provider (Non-Subsidized)</th>
<th>Not Recognized by a Home Childcare Coordinating Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduced-contribution spaces</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Service recognized under the Act</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Provider of Childcare in a Private Residence That Meets Certain Requirements</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Cost**
- Basic contribution per day payable to the childcare centre and
- An additional annual contribution depending on the family income*
- Contribution determined by the childcare centre
- Costs eligible for the tax credit for childcare expenses
- Possibility of obtaining advance payments on a monthly basis

* The additional contribution is paid to Revenu Québec when filing the annual income tax return.

### Main characteristics
- Self-employed worker
- Private residence
- Children in multiage groups
- Presence of the person in charge and, sometimes, an assistant

### Number of children
- A person non-assisted by another adult: 6 children maximum (including his or her own), of which 2 may be infants (below 18 months of age)
- Person assisted by another adult: 9 children maximum (including his or her own and those of the assistant), of which 4 may be infants

### Parent participation
- Board of directors of the coordinating office, on which parents can sit

### Provider of childcare in a private residence that meets certain requirements
- Self-employed worker or business
- Children in multiage groups

### Number of children
- 6 children maximum (including his or her own), of which 2 may be infants (under 18 months of age)

### No participation required
Educational program
Recognized early childhood education and care services have an obligation to apply an educational program. This program must promote the development of young children on all levels (physical, motor, emotional, social, language, and cognitive). It must also promote educational success and help children learn healthy lifestyle habits and adapt to communal life.

The Ministère de la Famille’s publishes the *Accueillir la petite enfance* program to serve as an inspiration to childcare service providers in designing their educational programs.

In order to take into account the particularity of early child development, educators and persons in charge of recognized home childcare services are invited to respect each child’s learning speed, show appreciation for their playing style, help them as they explore their interests, and work in partnership with their parents.

In so doing, childcare services prepare children for a good start in their schooling by enhancing their pleasure and capacity to learn.
Finding a childcare service
Parents looking for a place in a recognized childcare centre (childcare centre, daycare or home childcare service) must register with La Place 0-5, single-window access to subsidized childcare service places.

To find a space with a home childcare provider that is not recognized by the Ministère, parents must contact the person in charge of the service directly.

Online
www.laplace0-5.com
www.mfa.gouv.qc.ca

By telephone
La Place 0-5
Montréal area: 514 270-5055
Elsewhere in Québec: 1 844 270-5055

You can’t receive benefits under the Québec Parental Insurance Plan unless you apply for them.

You can apply online at www.rqap.gouv.qc.ca.

For assistance, call 1-888-610-7727.
Financial assistance

Child assistance

Retraite Québec

Child assistance is a form of financial assistance that comprises the child assistance payment, the supplement for the purchase of school supplies, the supplement for handicapped children and the supplement for handicapped children with exceptional care needs.

Child assistance payment

If your child was born in Québec, you do not need to file an application in order to receive the child assistance payment. Your newborn will be registered automatically when you declare the birth to the Directeur de l’état civil. Retraite Québec will contact you in the weeks following your child’s birth.

However, if your child was adopted or was born outside Québec even though you live in Québec, you must file an application with Retraite Québec in order to receive the child assistance payment. You can use the Application for Child Assistance Payments online service or download the Application for Child Assistance Payments from its website.

How the amount of the payment is calculated?

Every year, Retraite Québec calculates the amount of the child assistance payment to which you are entitled on the basis of four criteria:

• the number of dependent children under 18 years of age who live with you in Québec
• the number of children in shared custody
• your family income, i.e. the total of your and your spouse’s net incomes, as the case may be
• your conjugal status (with or without a spouse)

To enable Retraite Québec to calculate the amount to which you are entitled, you and your spouse must each file a Québec income tax return every year, even if you have no income to declare.
In the event of a union breakdown, the parents must quickly contact Retraite Québec. Taking into consideration the changes related to the children’s custody, the amount of the child assistance payments will have to be recalculated.

**Supplements for handicapped children**
Additional financial assistance may be paid to families that meet the eligibility criteria for the supplement for handicapped children or the supplement for handicapped children with exceptional care needs.

The supplement for handicapped children is granted to parents with a child under 18 years of age who has a physical impairment or a mental function disability that substantially limits the child in carrying out his or her life habits.

The supplement for handicapped children with exceptional care needs is granted to parents with a child under 18 years of age who has multiple severe disabilities or who requires complex medical care at home.

You must file an application in order to receive either of these supplements. For more information on child assistance and the Supplements for handicapped children, visit the “Children” section of the Retraite Québec website.

**Online**
www.retraitequebec.gouv.qc.ca

**By telephone**
Québec area: 418 643-3381
Montréal area: 514 864-3873
Elsewhere in Québec: 1 800 667-9625

**Special nursing benefits and special benefits for the purchase of infant formula**
Ministère du Travail, de l’Emploi et de la Solidarité sociale

**Special nursing benefit**
If you receive benefits under the Social Assistance or Social Solidarity programs or Aim for Employment Program, and wish to breast-feed your baby, you are eligible for a special nursing benefit.
This special benefit of $55 per month for each dependent nursing child under 12 months of age is in addition to your monthly financial assistance.

To apply for this benefit, you must, upon the birth of your child, provide your local employment centre or a Services Québec office with proof of birth and a verbal or written declaration specifying the nursing period.

If you stop nursing your child, you must inform your local employment centre, a Services Québec office or the Centre de communication avec la clientèle of the Ministère du Travail, de l’Emploi et de la Solidarité sociale.

**Special benefits for the purchase of infant formula**

If you receive benefits under the Social Assistance or Social Solidarity programs or Aim for Employment Program, you can buy infant formula for less than the regular price.

If your baby is **under 9 months of age**, you may purchase regular, soy-based or lactose-free liquid concentrate infant formula at a lower cost.

If your baby is **over 9 months and under 12 months of age** and suffers from intolerance to cow’s milk or other specific disorders, you can receive financial assistance to purchase soy-based or lactose-free infant formulas. You must provide a medical certificate or attestation specifying the need.

The infant formula must be purchased at a pharmacy.

To apply for the special benefits for the purchase of infant formula, provide your local employment centre or a Services Québec office with a proof of the birth as soon as your baby is born. You will be given an authorization number that will give you access to the necessary support for the purchase of infant formula.

You will find the contact information for local employment centres, Services Québec offices and for the Centre de communication avec la clientèle of the Ministère du Travail, de l’Emploi et de la Solidarité sociale in the Contact Us section at Québec.ca.
Registering and choosing a name for your child

**At birth**

**Entering your child’s birth in the Québec register of civil status**

*Directeur de l’état civil*

Within 30 days following the birth of your child, it must be declared to the *Directeur de l’état civil*. A declaration of birth transmitted after that deadline entails payment of the applicable fees.

The declaration is used to establish your child’s act of birth, an important document. In addition to establishing your child’s identity by the last name and given names, the act of birth also establishes his or her filiation (parentage) and is a recognized proof of citizenship.

Without the act of birth, you will not be able to obtain a health insurance card, a social insurance number, or a passport, for example. The act of birth is also a proof of eligibility for government programs and social benefits.

**Attestation of birth**

The *Constat de naissance* (attestation of birth) form is signed by the physician or midwife who assisted the mother during delivery. It contains the date, time, and place of birth, as well as the sex of the child and the mother’s name and address. The staff at the health institution or birth centre will provide you as parents of the child with a copy of the attestation and send the original to the *Directeur de l’état civil*.

**Declaration of birth**

The information collected on the declaration is used to enter the child’s birth in the Québec register of civil status and to establish the child’s identity and filiation on a legal basis. It is important to make sure that the information contained in the attestation of birth has been entered on the declaration of birth, and you must add, among other things, the last name and given names of your child, the type of union you are in, and your addresses.
If you are not married or in a civil union at the time of the birth (in a common law union, for example), both of you must fill out and sign the declaration of birth. If you are married or in a civil union, either of you may complete and sign the declaration of birth.

However, in order to establish the filiation of the other parent with the child, the parent who declares the birth must enter all of the information concerning the child’s other parent. Once the declaration of birth is signed and dated by the Directeur de l’état civil, it becomes the child’s official act of birth.

Parents have two options for declaring the birth of a child:

• using the online Electronic Declaration of Birth
• completing the paper Declaration of Birth form

Using the electronic declaration of birth offers a number of advantages. It is easier to fill out, reduces the risk of making a mistake or losing the document, helps accelerate the processing of your application, and offers the possibility to order a certificate or a copy of the act of birth at a reduced rate. To find out more about this service, visit the Directeur de l’état civil website at www.dec.gouv.qc.ca/DeclarationNaissance.

If you choose to use the paper declaration of birth, it will be provided by the staff at the health institution or birth centre. It is preferable to leave the completed and signed declaration with the staff at the health institution or birth centre before you leave.

Make your life easier!
Don’t forget to fill out the Application for Simplified Access to Birth-related Government Programs and Services, which facilitates access to the government programs and services that are available to you as a new parent. This form is enclosed with the paper Declaration of Birth form and is included in the online service.
This form will enable the Directeur de l’état civil to communicate information relating to the birth of your child to the following organizations:

- Régie de l’assurance maladie du Québec
- Retraite Québec (for child assistance payments)
- Ministère du Travail, de l’Emploi et de la Solidarité sociale (for the Québec Parental Insurance Plan)
- Direction des affaires autochtones of the Ministère de la Santé et des Services sociaux
- Canada Revenue Agency
- Service Canada
- Indigenous and Northern Affairs Canada

**Confirmation of registration**
The Directeur de l’état civil will send you a letter confirming that the birth of your child has been entered in the Québec register of civil status. You must verify that the information about your child and the birth is the same as that on the declaration of birth. Promptly inform the Directeur de l’état civil of any error.

**Obtaining a certificate of birth**
You can obtain a certificate or a copy of the act of birth in your child’s name from the Directeur de l’état civil in one of the following ways:

- by using the Electronic Declaration of Birth online service when declaring the birth of your child
- by using the DEClic! online service
- by filling out the *Application for a Certificate or Copy of an Act of Birth*, available on the Directeur de l’état civil website, its Québec and Montréal offices, and all Services Québec offices that offer Directeur de l’état civil services

If you use the Directeur de l’état civil online services, you will obtain your documents at a reduced rate while avoiding mail delivery delays.
Choosing a given name and a last name

Directeur de l’état civil

You can choose to give your child one or several given names and a single or compound last name.

It is recommended to limit the number of given names to four. Make sure to enter your child’s usual given name (the one used on a daily basis) in the proper box on the declaration of birth. It is preferable to join the two parts of a compound name by a hyphen. Your child’s last name may be single or compound derived from no more than two last names used by the parents.

For more information on entering your child’s birth in the Québec register of civil status or on choosing a last name and a given name, contact the Directeur de l’état civil.

Online
www.etatcivil.gouv.qc.ca

By telephone
Québec area: 418 644-4545
Montréal area: 514 644-4545
Elsewhere in Québec: 1 877 644-4545
TTY (Teletypewriter): 1 800 361-9596

In Québec
2535, boulevard Laurier
Québec (Québec) G1V 5C5

In Montréal
2050, rue De Bleury
Montréal (Québec) H3A 2J5
(Place-des-Arts metro station)
Health insurance card and prescription drug insurance

Régie de l’assurance maladie du Québec

Getting a health insurance card
You do not have to register your child with the Régie de l’assurance maladie du Québec in order to get a health insurance card for him or her. The Directeur de l’état civil will send the Régie the relevant information at your request. After making sure that your child meets the eligibility requirements of the Québec Health Insurance Plan, the Régie will send you your child’s first health insurance card.

Children under 1 year of age who have not yet received their health insurance card are still entitled to receive healthcare services covered by the plan. However, the physician will probably ask for a health insurance card from one of the parents.

Child adopted or born outside Québec
To register a child adopted or born outside Québec for the Health Insurance Plan, contact the Régie de l’assurance maladie du Québec.

Registering for the prescription drug insurance plan
Once it has been determined that your child meets the eligibility requirements of the Health Insurance Plan, you must ensure that the child is covered by a prescription drug insurance plan. If you or the other parent are eligible for prescription drug coverage under a private group insurance plan, you must include your child under your plan. Please contact your insurer to ensure coverage.

However, if you and the other parent are registered with the Public Prescription Drug Insurance Plan administered by the Régie de l’assurance maladie du Québec, your child will be registered automatically under the plan.

For more information, contact the Régie de l’assurance maladie du Québec.

Online
www.ramq.gouv.qc.ca

By telephone
Québec area: 418 646-4636
Montréal area: 514 864-3411
Elsewhere in Québec: 1 800 561-9749
Financial assistance

Financial assistance for multiple births: triplets or more
Ministère de la Santé et des Services sociaux

If you give birth to triplets or more babies, your family will receive financial assistance to help you cope with the sudden, substantial increase in expenses.

The financial assistance for multiple births is granted for living children upon their discharge from the hospital. The amount granted is $6,000 for triplets. A supplement of $2,000 is paid for each additional child in a multiple birth. The cheque is issued in the mother’s name.

In the event of the mother’s death or incapacity, the assistance is paid to the father or to the person who has custody of the children. The amount awarded is not taxable. It may however be reduced if the recipient has contracted a debt with the Gouvernement du Québec.

There is nothing you have to do to receive this financial assistance. After verifying that the mother is a resident of Québec, the hospital where the children were born sends the required information to the Ministère de la Santé et des Services sociaux using the form provided for that purpose. This is done when you take the babies home.

You will receive the financial assistance approximately two months later. In the event of a delay, check with the hospital to ensure that the information was duly sent to the Ministère.

For more information, contact Services Québec.
After birth
Becoming a parent

Online
Québec.ca

By telephone
Québec area: 418 644-4545
Montréal area: 514 644-4545
Elsewhere in Québec: 1 877 644-4545
TTY (Teletypewriter): 1 800 361-9596

Tax credit for childcare expenses
Revenu Québec

A portion of your childcare expenses may be reimbursed through the tax credit for childcare expenses. Certain conditions apply. Some childcare expenses do not qualify for the tax credit, such as the reduced contribution paid for childcare services provided by a childcare provider or a school.

To claim this tax credit, you must file Schedule C, Tax Credit for Childcare Expenses, and the required documents with your income tax return.

If you meet certain requirements, you may receive advance payments of the refundable tax credit for childcare expenses. The advance payments are made on a monthly basis, by direct deposit, no later than the 15th of each month.

To receive advance payments of the tax credit, send the duly completed Tax Credit for Childcare Expenses – Application for Advance Payments form to Revenu Québec or file an application using the online services on the Revenu Québec website.

For more information on the tax credit for childcare expenses, contact Revenu Québec.

Online
revenuquebec.ca

By telephone
Québec area: 418 266-1016
Montréal area: 514 940-1481
Elsewhere in Québec: 1 855 291-6467
Filiation, rights and obligations of parents

Filiation
Ministère de la Justice

Filiation is the relationship that exists between children and their parents, whether the parents are of the same or the opposite sex. The relationship can be established by blood or assisted reproduction or by an adoption judgment. Once filiation has been established, it creates rights and obligations for both the child and the parents, regardless of the circumstances of the child’s birth.

Parents usually establish filiation when their child is born by completing and signing the Declaration of Birth form for the Directeur de l’état civil. Their names and that of their newborn must be entered on the declaration. It is important to complete the declaration carefully, providing all the information requested.

All births that take place in Québec must be declared to the Directeur de l’état civil within 30 days following the birth in order to be entered in the Québec register of civil status.

If you are married or in a civil union, only one parent needs to complete and sign the declaration in order to establish filiation of both parents to the child. The date of your marriage or civil union must be indicated.

If you are not married or in a civil union, both parents must sign the declaration in order to establish your respective filiation with the child.

For more information, see Entering your child’s birth in the Québec register of civil status, page 734.
Rights and obligations of parents
Ministère de la Justice

Regardless of whether you are married, in a civil or de facto union or are separated, you have the rights and duties related to the custody, supervision, education, health and safety of your children. You are also responsible for the maintenance of your children.

In addition, you are the legal tutors to your minor children (under 18 years of age) and, as such, you must represent them in the exercise of their civil rights and administer their patrimony, including property.

For more information on your rights and obligations as parents, contact the Ministère de la Justice.

Online
www.justice.gouv.qc.ca

By telephone
Québec area: 418 643-5140
Elsewhere in Québec: 1 866 536-5140

Appointing a tutor for a minor child
Curateur public du Québec

If one of the parents dies or is incapable of exercising tutorship, the other parent becomes the child’s sole legal tutor. If both parents die, the child must be entrusted to a dative tutor. If they are declared incapable, a dative tutor will manage the property.

It is therefore recommended that you appoint a dative tutor for any minor children in advance, by means of a will, a protection mandate or a declaration of dative tutorship. The Declaration of Dative Tutorship form can be downloaded from the website of the Curateur public du Québec.

Minor children with a patrimony
Curateur public du Québec

If you have children under the age of 18 who have property and assets, you are responsible, as the children’s legal tutors, for the administration of this patrimony. You have an obligation to preserve the value of the patrimony (inheritance, life insurance, indemnities, annuities or any other tangible asset) so that it can be transferred to the children when they come of full age.
The Curateur public du Québec must be informed if the value of a child’s property exceeds $25,000. If you are the child’s tutor but not the child’s parent, you must submit an administration report to the Curateur public du Québec, regardless of the value of the child’s patrimony (property and assets).

For details regarding the administration of a child’s patrimony, contact the Curateur public du Québec.

**Online**
www.curateur.gouv.qc.ca

**By telephone**
Montréal area: 514 873-4074
Elsewhere in Québec: 1 800 363-9020

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To receive a seedling, register your child through the Ministère des Forêts, de la Faune et des Parcs website. You must register no later than April 15 of the current year; otherwise, you will receive the seedling the following year.

Seedlings are distributed in the various regions of Québec every year in May (*Mois de l’arbre et des forêts*). Shortly before May, you will receive a letter or email informing you of the procedure to follow to receive the seedling.

For more information on the campaign, contact the Ministère des Forêts, de la Faune et des Parcs.

**Online**
mffp.gouv.qc.ca/les-forets/mois-de-larbre-forets/mon-arbre-a-moi

**By email**
services.clientele@mffp.gouv.qc.ca

**By telephone**
1 844 LAFORET (1 844 523-6738)

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*Mon arbre à moi* campaign
*Ministère des Forêts, de la Faune et des Parcs*

As part of the *Mon arbre à moi* campaign, every child born or adopted during the year receives a tree seedling that will grow along with the child. Each seedling comes with a growth chart and a souvenir card.
Adoption

The steps involved in adopting a child differ according to whether you are adopting in or outside Québec. Special rules apply depending on the type of adoption involved. The contact information for the agencies concerned are provided so that you can get more information.

Generally speaking, there are four types of adoption available in Québec:

- **Regular adoption**: adoption of a child whose biological parents voluntarily gave their consent to the director of youth protection to put their child up for adoption.

- **Adoption through the Banque-mixte (foster-to-adopt) program**: adoption of a child who is at risk of being abandoned because the biological parents are grappling with personal problems that prevent them from assuming responsibility for the child’s care, maintenance and education. The child is first placed in a foster home with a view to adoption, whence the name Banque-mixte (foster-to-adopt).

- **Adoption by special consent**: adoption whereby a parent or the parents of an underage child provide specific consent as to the person or couple entitled to adopt their child. Under the Civil Code of Québec, this must be a member or members of the family, such as the parent’s spouse, or the child’s grandparent, uncle, aunt, brother or sister.

- **International adoption**: adoption of a child domiciled outside Québec.

For more information on regular adoption and adoption under the Banque-mixte program, contact the youth centre in your area.

You can find the addresses and telephone numbers of youth centres in the telephone directory. Contact information for the youth centre of the region where you reside is also available online (in French only), at www.rpcu.qc.ca/fr/sante-serv-soc-centres-jeunesse.aspx.
For more information on adoption by a family member or spouse, contact the Ministère de la Justice.

**By telephone**
Québec area: 418 643-5140
Elsewhere in Québec: 1 866 536-5140

For information on the international adoption procedure, contact the Secrétariat à l’adoption internationale.

**Online**
www.adoption.gouv.qc.ca

**By email**
adoption.quebec@msss.gouv.qc.ca

**By telephone**
Montréal area: 514 873-5226
Elsewhere in Québec: 1 800 561-0246

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**Tax credit for adoption expenses**
*Revenu Québec*

If you incurred expenses to adopt a child, you may be able to claim the refundable tax credit for adoption expenses. Certain conditions apply. If you adopt more than one child, you may claim the tax credit for each child.

The tax credit is equal to 50% of eligible adoption expenses. The maximum credit is $10,000 per year per child.

To claim the tax credit, you must enclose the duly completed *Tax Credit for Adoption Expenses* form and required documents with your Québec income tax return.
For more information, contact Revenu Québec.

**Online**
revenuquebec.ca

**By telephone**
Québec area: 418 659-6299
Montréal area: 514 864-6299
Elsewhere in Québec: 1 800 267-6299

**TTY (Teletypewriter)**
Montréal area: 514 873-4455
Elsewhere in Québec: 1 800 361-3795

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**Government of Canada programs and services**

If you have had a baby or adopted a child, you must also take steps with federal government departments and agencies.

For example, you will have to provide the Canada Revenue Agency with information in order to receive benefits. You may also be entitled to claim a deduction for childcare expenses in your income tax return.

And if you wish to get a passport for your child, you will have to submit an application to Passport Canada.
For all information regarding federal government programs and services, as well as the contact information for the departments and agencies concerned, contact Service Canada.

**Online**
Canada.ca

**By telephone**
Throughout Québec: 1 800 622-6232
TTY (Teletypewriter): 1 800 926-9105

**In person**
At a Service Canada office near you.

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**Services Québec**

For information on Gouvernement du Québec programs and services, visit Services Québec at Québec.ca, or call 418 644-4545 (Québec area), 514 644-4545 (Montréal area) or 1 877 644-4545 (elsewhere in Québec).

**Note**
The content of the *Becoming a Parent* chapter was up to date as of June 1, 2018. Changes affecting the names of ministries and the programs and services mentioned may have occurred since then.

The information provided in the *Becoming a Parent* chapter has no legal force.
Resources for parents

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Telephone help line resources

**Centre antipoison du Québec**
1 800 463-5060
www.ciusss-capitalenationale.gouv.qc.ca/nos-services/en-cas-durgence/centre-antipoison-du-quebec
Information on what to do in the event of poisoning, downloadable brochures (website in French only).

**Info-Santé**
Across Québec, except for the northern Québec (Terres-Cries-de-la-Baie-James and Nunavik): 8-1-1
sante.gouv.qc.ca/en/systeme-sante-en-bref/info-sante-8-1-1
A nurse provides health advice 24 hours a day, seven days a week.

**LigneParents**
1 800 361-5085
www.ligneparents.com
Bilingual telephone support for parents of children up to the age of 20 years, 24 hours a day, seven days a week.

**Première ressource, aide aux parents**
514 525-2573 / 1 866 329-4223
www.premiereressource.com/index.php/en
Parents can consult professionals through this bilingual telephone service, available September to June.

**S.O.S Grossesse**
418 682-6222 / 1 887 662-9666
www.sosgrossesse.ca
Telephone help line, referral and information for any questions about pregnancy, contraception and sexuality (in French only).

**SOS Violence conjugale**
514 873-9010 / 1 800 363-9010
www.sosviolenceconjugale.ca
Bilingual telephone service accessible 24 hours a day, seven days a week.
Associations, agencies and support groups

**Allergies Québec**  
514 990-2575 / 1 800 990-2575  
allergiesquebec.ca  
Information, support, education and training on food allergies. Website section dedicated to newborns (website in French only).

**Allergy Asthma Information Association**  
1 800 611-7011  
www.aaia.ca  
Support and information on asthma, allergies and anaphylaxis.

**Anaphylaxis Canada**  
416 785-5666 / 1 866 785-5660  
www.anaphylaxis.ca  
Support and information for families living with anaphylaxis.

**Association de parents de jumeaux et de triplés de la région de Montréal (APJTM)**  
514 990-6165  
www.apjtm.com  
The Association helps families in Montréal who have experienced a multiple birth (in French only).

**Association de parents de jumeaux et plus de la région de Québec**  
418 210-3698  
www.apjq.net  
Organization that helps families in the Québec City region who have experienced a multiple birth (in French only).

**Association de parents pour l’adoption québécoise**  
514 990-9144 / 1 844 990-9144  
www.apaq.adoption-quebec.ca  
Promotes the adoption of children born in Québec. Support, seminars and family activities (website in French only).

**Association québécoise des consultantes en lactation diplômées de l’IBLCE**  
514 990-0262  
www.ibclc.qc.ca  
To obtain the list of breast-feeding consultants (only available on the website).
Best Start
www.beststart.org/index_eng.html
Maternal, newborn and early child development resource centre.

CAA Québec – Child car seats
Web site that offers advice on the safe installation of child car seats as well as addresses of garages that will check to ensure that child car seats are properly installed.

Canadian Child Care Federation
613 729-5289 / 1 800 858-1412
www.cccf-fcsge.ca
Ideas on a broad range of topics of interest to families, including outings, activities, care, and tips.

Canadian Institute of Child Health
613 230-8838
www.cich.ca
Devoted to child and family health and offers parents numerous publications and resources.

Canadian Paediatric Society – Caring for kids
613 526-9397
www.caringforkids.cps.ca
Information on children’s health.

Canadian Red Cross
514 362-2930 / 1 800 363-7305
www.redcross.ca
Information on Red Cross prevention and first aid courses for the parents of young children and on the course for babysitters.

Centre de soutien au deuil périnatal du Centre d’études et de recherche en intervention familiale (CERIF-deuil)
1 800 567-1283 ext. 2387
deuil@uqo.ca
Support offered to parents and workers affected by perinatal loss.

Centre québécois de ressources à la petite enfance
450 376-3702 / 514 369-0234 / 1 887 369-0234
www.cqrpe.qc.ca
A variety of information on support groups, health organizations, suggested reading for parents, Web sites on parenting, etc. (in French only).
Resources for parents

Children now
514 593-4303 / 1 800 361-8453
www.avanttoutlesenfants.ca/children-now/
Organization offering a wide range of services including a telephone help line, professional legal advice, a database of more than 2000 community resources and information sessions.

Clinique Parents Plus
du Centre de réadaptation Lucie-Bruneau
514 527-4527
www.luciebruneau.qc.ca
A specialized public clinic for parents with physical disabilities. Assessments and adapted equipment to help them care independently for their baby (website in French only).

CRP Les Relevailles de Montréal
514 640-6741
www.relevailles.com
Telephone support, courses, meetings, assistance at home, videotape lending and referrals (in French only).

Éditions du CHU Sainte-Justine
www.editions-chu-sainte-justine.org
The hospital’s publications dealing with childhood and families listed on this site can be ordered online (in French only).

Extenso
www.extenso.org
Reference centre on human nutrition (in French only).

Family Service Canada
1 887 451-1055
www.familyservicecanada.org
The organization promotes families as the primary source of nurture and development of individuals. English and French.

Fédération des associations de familles monoparentales et recomposées du Québec
514 729-6666
www.fafmrq.org
The federation defends the rights and interests of single-parent and blended families in Québec. Bilingual service is available in Montréal and some regions of Québec (website in French only).
Fédération du Québec pour le planning des naissances
514 866-3721
www.fqpn.qc.ca
This bilingual service provides information on contraception and women’s sexual health (website in French only).

Fédération québécoise des organismes communautaires Famille
450 466-2538 / 1 866 982-9990
www.fqocf.org
Gathers together and supports family-oriented community organizations and helps ensure that the family has a place in Québec society (in French only).

Fondation du Dr Julien
514 527-3777
www.fondationdrjulien.org/en/
Community-based social paediatric centres that provide comprehensive support and a full range of medical care and services to children and families at risk or in vulnerable situations.

Immunize Canada
613 725-3769 ext. 122
www.immunize.ca
Information on vaccines and the vaccination schedule, answers common questions and lists resources.

iQuitnow
1 866 527-7383
iquitnow.qc.ca
Information and support to individuals who wish to stop smoking (bilingual service).

La Leche League
1 800 665-4324
www.lllc.ca
Telephone support by recognized leaders. Books and breast-feeding accessories for sale.

LGBT Family Coalition
514 878-7600
www.famillesLGBT.org
The organization advocates for the legal and social recognition of LGBT families. A group of lesbian, gay, bisexual and transgender parents exchanging information, sharing resources and having fun together with their children.
Lifesaving Society
514 252-3100 / 1 800 265-3093
www.sauvetage.qc.ca
The Lifesaving Society (Société de sauvetage) is a provincial association dedicated to preventing drowning and water-related injuries through free advice on how to safely install a residential pool. The Society also offers a complete range of first-aid, lifesaving, resuscitation, and pleasure-craft courses.

Parachute
1 888 537-7777
www.parachutecanada.org
Parachute wants to help Canadians reduce their risks of injury and enjoy long lives lived to the fullest.

Parents Orphelins, The Quebec Association for parents grieving from pregnancy and infant loss
514 686-4880 / 1 844 338-4522
www.parentsorphelins.org
Gathering and complimentary services for parents who have lost a baby during pregnancy. Coffee Chats, Helpline, recurring activities, Annual Candlelight Walk and external resources.

Nourri-Source
514 948-9877 / 1 866 948-5160
www.nourri-source.org
Telephone support, breast-feeding support meetings, prenatal information sessions, training and information, rental and sale of breast-feeding accessories.

Relevailles Québec
418 688-3301
www.relevaillesquebec.com
Assistance at home, support group for post partum depression, meetings, baby massage, support (website in French only).

Magazine Enfants Québec
www.enfantsquebec.com
Summaries of many articles about early childhood (in French only).

Naître et grandir
naitreetgrandir.com
Web site on children’s development and health (in French only).

Préma-Québec
450 651-4909 / 1 888 651-4909
www.premaquebec.ca
Québec association for premature children.
RePère
514 381-3511
www.repere.org
Assistance and support program for fathers. Service in French and English (website in French only).

Réseau des Centres de ressources périnatales
418 336-3316
www.reseaudecrp.org
Website to find out where is the CRP (perinatal resource centre) in your area (in French only).

Réseau québécois d’accompagnantes à la naissance
1 866 NAissance
www.naissance.ca
Information and referral centre to inform the public of services offered by members, i.e., doulas (in French only).

Serena
514 273-7531 / 1 866 273-7362
www.serena.ca
Promotes natural family planning methods. Service in French and English.

Sexplique
418 624-6808 / 1 887 624-6808
www.sexplique.org
Information on family planning methods and sexuality (in French only).

St. John Ambulance
1 800 706-6660
www.asj.ca
First aid training organization that offers training in early childhood first aid.

Today’s Parent
www.todaysparent.com
Parenting magazine Web site.

The authors have chosen the organizations and references mentioned in this section because of their relevance to the users of this guide. However, the list is by no means exhaustive and neither the authors of the Institut national de santé publique du Québec are in any way responsible for the contents of the references indicated.
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## Conversion table

### WEIGHT
- 1 oz .......... 28 g
- 1 lb .......... 450 g / 0.45 kg
- 2.2 lb .......... 1,000 g / 1 kg

### LENGTH
- 0.4 in .......... 1 cm
- 1 in .......... 2.5 cm

### LIQUIDS
- 1 tsp .......... 5 ml
- 1 tbsp .......... 15 ml
- 1 oz .......... 30 ml
- ½ cup .......... 125 ml
- ½ cup / 5 oz .......... 150 ml
- 1 cup .......... 250 ml
- 4 cups .......... 1,000 ml / 1 L

### TEMPERATURE
- °C = (°F − 32) ÷ 1.8
- °F = °C × 1.8 + 32
Tell us what you think

1. Has this guide been useful to you? In what way?

2. Who around your baby uses the guide and at what frequency?

3. Which topics are the most helpful to you?

4. Which subjects seem most important for you for the future edition of the guide?

Your comments have always helped us improve the guide as well as staying close to your main issues as parents.

We invite you to fill out this evaluation form or to email us.

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The guide is given free of charge as soon as pregnancy checkups begin. Depending on the region, the guide will be handed out at your doctor’s office, CLSC, test center, bathing center, or ultrasound appointment. For those who plan to adopt, the guide is available at a youth centre or certified international adoption agency.

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From Tiny Tot to Toddler supports parents by providing information about pregnancy, delivery and the first two years of a baby’s life.