

## Who Works at HALCO?

**HALCO** has eight full-time staff:

- our Executive Director (who is also a lawyer)
- four Staff Lawyers
- a Community Legal Worker
- a Director of Administration
- an Administrative Assistant.

A full-time Articling (law) student also works with us.

## How is HALCO funded?

**HALCO** is a registered charity. We welcome donations and bequests. Donations are used to support our services for people living with HIV/AIDS in Ontario. Tax receipts are available for donations over \$20.

We are funded by Legal Aid Ontario, the AIDS Bureau of the Ontario Ministry of Health and Long-Term Care, and other sources including corporate, foundation, and individual donors.

Although we receive government funding, **HALCO** is an independent non-governmental organization.

## Who are HALCO'S Members and Board of Directors?

As a registered charity and not-for-profit organization, **HALCO** has members and a volunteer Board of Directors.

Membership in **HALCO** shows your support for the work that we do. There is no fee for **HALCO** membership and membership is renewed annually. As a member of **HALCO**, you will be invited to join us at our Annual General Meeting, where you can participate in the business that helps to guide the clinic, including the election of our volunteer Board of Directors. The majority of our Board of Directors are people living with HIV.

To become a member, you must be a resident of Ontario who is 16 years of age or older and you must agree with our Statement of Principles. Membership is open to people who are living with HIV/AIDS and people who are not living with HIV/AIDS.

**HALCO** membership application forms are available upon request and on our website at [www.halco.org](http://www.halco.org).

## How do I Contact HALCO?

Our office is open Monday to Friday from 9 a.m. to 5 p.m. We do not take new inquiries on Wednesdays.

Our **Intake Hours** for new inquiries are:

**Monday, Tuesday, Thursday and Friday**  
from **9 a.m. to 5 p.m.**

*Closed on public holidays.*

### Call us:

Telephone: 416-340-7790

Toll-free: 1-888-705-8889

### Drop In at the HALCO Office:

65 Wellesley Street East, Suite 400  
Toronto, Ontario, Canada M4Y 1G7

Please contact us for information about wheelchair access.

### E-mail:

[talklaw@halco.org](mailto:talklaw@halco.org)\*

*\*Remember: the internet may not be confidential and e-mails may be lost, blocked or slow to arrive. We suggest you contact us by phone or drop-in.*

### Scent-Free Environment:

Please avoid wearing scents or fragrances when coming to our office.

[www.halco.org](http://www.halco.org)

Are you living with  
**HIV AIDS?**

Let Us Help You  
With Your Legal Problems



Free Legal Services  
for People Living with HIV/AIDS  
in Ontario

**HALCO**

HIV & AIDS Legal Clinic (Ontario)

[www.halco.org](http://www.halco.org)

## What is HALCO?

**HALCO**, the HIV & AIDS Legal Clinic (Ontario), is a community legal clinic and a registered charity. HALCO opened in 1995.

**HALCO** provides free legal services to people living with or affected by HIV/AIDS in Ontario. You can find more information about our services on the next page.

### We believe:

- People living with HIV/AIDS are confronted with unique legal problems that can affect their well-being.
- Those best equipped to make choices regarding HIV/AIDS issues and problems are those who are living with HIV themselves.
- The privacy and autonomy of people living with HIV/AIDS must be respected and protected.
- The communities affected by HIV/AIDS are diverse and have many different priorities.
- We must keep working together so that the rights and dignity of all people living with HIV/AIDS will be respected.

**Dignity. Equity. Justice.**

## What does HALCO do?

### Summary Legal Services & Referrals

We provide free summary legal services to people living with or affected by HIV/AIDS in Ontario. If we cannot assist you, we may be able to give you information and refer you to other services. There are no financial eligibility guidelines for these services.

### Representation

**HALCO** provides free legal representation in our areas of legal practice. We have case and financial eligibility guidelines. Some clients may be asked to help pay costs for reports, etc.

### Legal Education

**HALCO** staff provide legal education sessions on topics of interest to people living with or affected by HIV/AIDS. Please contact us if you are interested in public legal education workshops or materials.

### Law Reform & Community Development

**HALCO** works on law reform and community development initiatives to improve the lives of people living with HIV/AIDS. We also participate in many networks and working groups.

## What Are HALCO's Areas of Legal Practice?

Our areas of practice include:

- Government Income Maintenance programs, including:
  - Ontario Disability Support Program
  - Ontario Works
  - Canada Pension Plan
  - Employment Insurance
- Tenant/Housing matters
- Human Rights (Federal and Provincial)
- Immigration law
- Employment Standards matters
- Privacy law
- Health law
- Substitute Decision-Making and Powers of Attorney
- Regulated Health Professions complaints
- HIV/AIDS-related prison matters
- Some private insurance matters
- Other administrative law matters

If we cannot assist you, we may be able to give you advice or refer you to other services.

## Confidentiality

**HALCO** follows the Law Society of Upper Canada rules of lawyer/client confidentiality.

## How Do I Get Legal Help From HALCO?

To contact us for free legal help, you can call or drop in during our Intake Hours (see page 7). We do not have after-hours/emergency service.

You do not need an appointment for Intake, but people do have to wait their turn. You may have to wait to speak with the caseworker on Intake.

Some matters may be complex and take a long time, but others may be very brief. Depending on your question, the caseworker may need to do some research, consult another **HALCO** caseworker, and/or refer you to another service.

Many legal matters have time limits called "limitation periods".

Please contact us as soon as you have a question or problem, so that we can have enough time to try to help you.

## Languages

We provide services in English. Some of our staff speak other languages, including French, and we can arrange for interpreters. Please call ahead if you need service in a language other than English.