



Passport recipients who self-administer their funding have two, free-to-use, electronic options to submit claims. Electronic submissions make the process simple, easy to manage, and you will be reimbursed faster.



Passport eCLAIM Is an electronic method to submit Passport claims for reimbursement. Passport clients managing their own funds, or the Person Managing Funds (PMF) for a passport client, can register for an account and download a personalized eCLAIM form. The eCLAIM form is a fillable PDF that can be filled out and uploaded. Once submitted, the eCLAIM will be processed electronically, you will be able to view the status of your claim in real-time and you will also be able to view your claim submission history.

MyDirectPlan (MDP) Is an electronic method to submit Passport and SSAH expenses. Users have access to tools that allow them to track the status of their expenses and view their total and remaining funds. You can also invite support workers to join so they can electronically approve the expenses you created within MyDirectPlan. All of MDP's features can be accessed via computer or via smartphone and tablet with the MyDirectPlan mobile app.

WHICH ONE SHOULD I USE?

	 PASSPORT eCLAIM	 MyDirectPlan
Complete your claim in a fillable PDF form and upload	✓	
Complete your claim in a web-based portal, or mobile app		✓
Have all your workers review and approve their hours online		✓
Submit claims electronically for approval	✓	✓
Check the status of your claim submissions in real-time	✓	✓
Automated approval of claims (If your claim is not selected for review)	✓	✓
Faster processing times than Email or Fax claims	✓	✓
View your claim submission history	✓	✓
Manage funding for multiple recipients in one account	✓	✓
Support page with FAQs and training videos	✓	✓
Live technical support		✓
Keep track of your budget and view used and remaining funds		✓

WHICH ONE WORKS WITH MY DEVICE?

	 PASSPORT eCLAIM	 MyDirectPlan
Windows Laptop or Desktop Computer	✓ Windows 7 or later	✓
Apple iMac or MacBook	✓ MacOS 10.15 or later	✓
Chromebook		✓
Mobile Devices (iPhone / iPad / Android Mobile Devices)		✓

PASSPORT PROGRAM

If you would like to learn more about e-filing options, please visit:
www.passportfunding.ca/filing-claims

PASSPORT eCLAIM

For more information about Passport eCLAIM, please visit:
<https://eclaim.passportone.com>

MY DIRECT PLAN (MDP)

Website: www.mydirectplan.com
Email: support@mydirectplan.com
Call: 844-637-6371 (Mon-Fri 10AM – 8PM)