



Contact Info

Toll-free public inquiries line:
1-877-427-4525.

If you have any questions about our programs, please call one of our regional offices. Someone will be happy to help you.

The Office of the Public Guardian and Trustee has offices in:

- St. Paul:** 780-645-6278
- Grande Prairie:** 780-833-4319
- Edmonton:** 780-427-0017 or 780-427-2744
- Red Deer:** 403-340-5165
- Lloydminster:** 780-871-6490
- Calgary:** 403-297-3364 or 403-297-6541
- Lethbridge:** 403-381-5648
- Medicine Hat:** 403-529-3744

You can connect toll-free to any of the offices listed above by first dialing:

- With your landline: dial 310-0000
- With your cell phone: dial *310 or #310

www.humanservices.alberta.ca/OPGT

Your Personal and Financial Decisions Matter



What is the Office of the Public Guardian and Trustee?

The Office of the Public Guardian and Trustee (OPGT) provides information, education and support to vulnerable Albertans and their families related to personal and financial matters.

OPGT also provides information and education to Albertans on the tools they can use to safeguard their future personal and financial matters.



The Office of the Public Guardian and Trustee:

- Can become the **legal guardian or trustee** when an adult is unable to make decisions for him or herself and no one else can help (lacks **capacity**).
- Helps families understand ways they can manage another's affairs with support from our office. Ask us about supported, specific, and co-decision-making as well as private guardianship and trusteeship.
- Teaches about **planning for the future** in case of lost capacity due to injury or illness. Ask your local office about tools such as supported decision-making, personal directives, and enduring powers of attorney.

- Administers **estates** when someone has died and there is no one else to do so.
- Protects the **assets of minors** where required by law or where a minor is a beneficiary but there is no trustee named.
- Helps people who receive Assured Income for the Severely Handicapped **manage their benefits**. This is voluntary and for people who want help managing AISH benefits they already receive.
- Investigates concerns that people have about **decisions** made by court-appointed guardians and trustees—or **agents** appointed under a **personal directive**.
- Please visit humanservices.alberta.ca/opgt to learn more or find your local office.

Key terms

Adult

In Alberta, an adult is a person 18 years of age or older. The Office of the Public Guardian and Trustee uses the term “adult” to describe the person who needs help making decisions.

Agent

A person named in a personal directive to make personal decisions on behalf of the writer of a personal directive.

Capacity

Capacity is a person's ability to understand facts about a decision and what could happen if they choose one option over another, or if they choose to do nothing.

Guardian

A person appointed by the court who has legal authority and responsibility to make personal decisions (or help make decisions) for an adult who needs help to make decisions. These are decisions such as where the person will live, health care and social activities.

Personal Directive

A written document that appoints a person to make personal, nonfinancial decisions on another person's behalf, should they one day be unable to do so themselves.

Trustee

A person appointed by the court who has legal authority and responsibility to make financial decisions for an adult who is unable to make decisions about income, expenses, debts, real estate, investments and other assets.