

Changes in Minnesota law affecting providers who serve families receiving assistance from the Child Care Assistance Program

Why am I receiving this notice?

You are receiving this notice because your program is registered to serve families receiving help from the Child Care Assistance Program (CCAP).

What are the new changes and when do they start?

Changes are for the Child Care Assistance Program.

The most important change for families is that their eligibility period will move from six to 12 months. During this 12 month eligibility period, the amount of child care benefits they receive will not go down in most situations.

This may make it easier for you to plan for your business when you enroll children on child care assistance as there will be less changes during the family's 12 month eligibility period.

Changes for providers

Starting Sept. 25, 2017

Bills must be paid within 21 days

County and tribal agencies must pay bills 21 days after you send in a complete bill. Currently, agencies have 30 days to pay bills.

Starting Sept. 30, 2017

Providers must take new training

You and your staff that care for children must take new training to continue receiving Child Care Assistance Program payments. You were sent a letter about the new training requirements in March 2017.

- If you are licensed, some changes have been made to licensing rules to align licensing training requirements with

Child Care Assistance Program requirements. Contact your licensor if you have questions.

- If you are not licensed, you must submit an acknowledgment form to the Minnesota Department of Human Services to continue receiving payments after Sept. 30, 2017. If you have questions about these requirements or need a new copy of the acknowledgment form, call 651-431-4848 or email dhs.ccap@state.mn.us.

Starting April 23, 2018

Payment is limited when a child has multiple providers

If you care for children that use more than one provider, your payments may be limited. Families that use more than one provider must choose a primary provider and a secondary provider for each child. The amount of care authorized for a secondary provider cannot be more than 20 hours per two-week period for each child. The secondary provider will not be paid more than two daily rates in a two-week period for each child. This does not apply for children using legal nonlicensed providers as one of their providers (family, friend and neighbor providers).

Payment for center employees is limited to 25 children

Payments to child care providers for children of center employees will be limited to 25 or fewer children per center. If you enroll children of your own employees, this policy may affect you.

Changes for families

Starting Oct. 23, 2017

Redeterminations occur every 12 months

Families will receive a redetermination form every 12 months. Currently, this happens every six months. You will be told when redetermination forms are due for families in your care. You may help families with their redetermination process.

Copays do not go up during 12 month eligibility period

Family copays will not go up during their 12 month eligibility period. Copays can go down if family income goes down or their household size changes. Families may need to provide verification of changes before their copay can go down. At redetermination, family copays can go up or down.

Eligibility continues when income goes up during 12 month eligibility period

The income exit level during a family's 12 month eligibility period will be 85 percent of the State Median Income. At redetermination the family's income must be below 67 percent of the State Median Income.

Education is an authorized activity for families on all sub-programs

Families receive child care assistance through different sub-programs. Families who are moving off of cash assistance will now be able to have child care paid for education activities. Currently, education is only allowed for some sub-programs.

Starting Dec. 18, 2017

Families may report fewer changes

Families will have fewer changes to report than currently required.

Eligibility continues when work hours go down

If a family starts working fewer hours during the 12 month eligibility period, they continue receiving help paying for child care. The number of hours of child care that are authorized will not go down for most families. Families must meet minimum activity requirements at each redetermination.

Authorized hours of care go down less often

For most families, the number of child care hours that are authorized for each child will not go down during the 12 month eligibility period. The number of hours authorized could go down if a child starts school or the family requests fewer hours of child care. If you change the hours that you provide care, a child's authorized hours may go down. The number of hours could go up if the family shows they need more care.

Authorization continues when there is a temporary break in activity

Most families can continue receiving help paying for child care when they have a temporary break in their work or school activity. The same amount of care will be authorized during the break.

Examples of a temporary break include:

- Medical leave
- Maternity leave
- School break
- Seasonal employment changes

Authorization continues for up to three months after an activity permanently stops

If a parent permanently stops working or going to school, they will have up to three months of continued help paying for child care. The same amount of care will continue to be authorized during this time. If they do not find another work or school activity by the end of the three month period, they stop receiving help paying for child care.

If a family permanently stops working or going to school and has a redetermination due soon, they may have less than three months of continued help paying for child care.

What if I have questions?

If you have questions about changes for families, contact the family's Child Care Assistance Program worker.

If you have questions about new training requirements, contact the Minnesota Department of Human Services, Child Care Assistance Program at 651-431-4848 or dhs.ccap@state.mn.us.

Different policies for some families

Starting Dec. 18, 2017, a family is a Schedule Reporter if they are in one of the following groups.

- A child in the family attends more than one child care provider who is paid by the Child Care Assistance Program.
- A child in the family attends a legal nonlicensed (LNL) provider (family, friend, or neighbor) who is paid by the Child Care Assistance Program.
- A parent in the family is employed by:
 - A Minnesota Department of Human Services licensed child care center
 - Certain types of health care providers.

Reporting: Along with the changes all families need to report, these families will also need to report changes in their work or school schedule. This includes changes in the days or times that they work or go to school, and changes in the number of hours that they work or go to school.

Care authorization: The number of hours authorized for children in these families will be based on their parent's work or school schedule and when care is needed. The number of hours authorized may go up or down during the 12 month eligibility period and at redetermination.

Temporary activity break: If a parent in one of these families has a temporary break from their work or school activity, their case will be suspended after a 15 day notice. This means that care will not be authorized while on break, but if they start work or school again during their 12 month eligibility period, they will not need to re-apply.

Attention. If you need free help interpreting this document, ask your worker or call the number below for your language.

ያስተውሉ፡ ይህንን ዶኩመንት ለመተርጎም እርዳታ የሚፈልጉ ከሆነ፡ የጉዳዩን ስራተኛ ይጠይቁ ወይም በስልክ ቁጥር 1-844-217-3547 ይደውሉ።

ملاحظة: إذا أردت مساعدة مجانية لترجمة هذه الوثيقة، اطلب ذلك من مشرفك أو اتصل على الرقم 1-800-358-0377.

သတိ။ ဤစာရွက်စာတမ်းအားအခမဲ့ဘာသာပြန်ပေးခြင်း အကူအညီလိုအပ်ပါက၊ သင့်လူမှုရေးအလုပ်သမား အားမေးမြန်း ခြင်းသို့ မဟုတ် 1-844-217-3563 ကိုခေါ်ဆိုပါ။

កំណត់សំគាល់ ។ បើអ្នកត្រូវការជំនួយក្នុងការបកប្រែឯកសារនេះដោយឥតគិតថ្លៃ សូមសួរអ្នកកាន់សំណុំរឿង របស់អ្នក ឬហៅទូរស័ព្ទមកលេខ 1-888-468-3787 ។

請注意，如果您需要免費協助傳譯這份文件，請告訴您的工作人員或撥打1-844-217-3564。

Attention. Si vous avez besoin d'une aide gratuite pour interpréter le présent document, demandez à votre agent chargé du traitement de cas ou appelez le 1-844-217-3548.

Thov ua twb zoo nyeem. Yog hais tias koj xav tau kev pab txhais lus rau tsab ntaub ntauv no pub dawb, ces nug koj tus neeg lis dej num los sis hu rau 1-888-486-8377.

ဟ်သုဉ်ဟ်သးဘဉ်တက့ၢ်. ဝဲန့ၢ်လိဉ်ဘဉ်တၢ်မၤစၢၤကလိလၢတၢ်ကကျိးထံဝဲဒၣ်လိာ် တီလိာ်မိတခါအံၤန့ၣ်,သံက့ၢ်ဘဉ်ပုၤဂ့ၢ်ဝိအပုၤမၤစၢၤတၢ်လၢနီၢ်မ့တ မ့ၢ်ကိးဘဉ် 1-844-217-3549 တက့ၢ်.

알려드립니다. 이 문서에 대한 이해를 돕기 위해 무료로 제공되는 도움을 받으시려면 담당자에게 문의하시거나 1-844-217-3565으로 연락하십시오.

ໂປຣດຊາບ. ຖ້າທ່ານ ທ່ານຕ້ອງການການຊ່ວຍເຫຼືອໃນການແປເອກະສານນີ້ພໍດີ, ຈົ່ງຖາມພະນັກງານກຳກັບການຊ່ວຍເຫຼືອຂອງທ່ານ ຫຼື ໂທໂປຣໂປທີ່ 1-888-487-8251.

Hubachiisa. Dokumentiin kun tola akka siif hiikamu gargaarsa hoo feete, hojjettoota kee gaafadhu ykn afaan ati dubbattuuf bilbili 1-888-234-3798.

Внимание: если вам нужна бесплатная помощь в устном переводе данного документа, обратитесь к своему социальному работнику или позвоните по телефону 1-888-562-5877.

Digniin. Haddii aad u baahantahay caawimaad lacag-la'aan ah ee tarjumaadda qoraalkan, hawlwadeenkaaga weydiiso ama wac lambarka 1-888-547-8829.

Atención. Si desea recibir asistencia gratuita para interpretar este documento, comuníquese con su trabajador o llame al 1-888-428-3438.

Chú ý. Nếu quý vị cần được giúp đỡ dịch tài liệu này miễn phí, xin gọi nhân viên xã hội của quý vị hoặc gọi số 1-888-554-8759.

LB1 (8-16)



For accessible formats of this publication, ask your county worker. For assistance with additional equal access to human services, contact your county's ADA Coordinator. (ADA4 [9-15])