

## Child Care Services Daily Update – June 29, 2020

The Tennessee Department of Human Services (TDHS) will continue to provide you with the most current information pertaining to Child Care programs. We will continue to remain diligent in keeping this website current.

### **NEW-Child Care Certificate Program Notifications:**

The Child Care Certificate Program continues to explore ways to leverage technology to better support providers and families.

We are preparing to change our method of correspondence to providers from mail through the US Postal Service to electronic mail (email). The intention is to send most correspondence to you by email to the main email address on file in the provider record created by your Licensing Program Evaluator. This will include, but is not limited to: Vendor Remittances, Payment Reduction Notices, Overpayment and Disallowed Cost notices.

If your agency is unable to receive common correspondence from the Child Care Certificate Program by email, please request to opt out of receiving email correspondence by sending an email to [ChildCare.Certificate.DHS@TN.GOV](mailto:ChildCare.Certificate.DHS@TN.GOV) stating "I wish to opt out of receiving correspondence from the Child Care Certificate Program via electronic mail." Please respond by 07/09/2020.

### **Child Care Certificate Program Co-Pays:**

**Please Note:** The Child Care Certificate Program will continue to waive all parent co-pay fees for all pay periods through the end of **August 2020**. We want to support families and child care providers during this time. Many families have temporarily lost their jobs due to the impact of COVID-19 and we want these families to be able to retain their enrollment to support continuity for their child enrolled in your care.

### **Payments for Children of Families Approved through the Essential Employee Child Care Payment Assistance Program:**

The Essential Employee Child Care Payment Assistance Program is available for the period of April 15, 2020 through August 21, 2020. Regardless of when an application was submitted or approved, the benefit will be effective on the first day of the program, April 15, 2020. If the child was in care at that time, the payment will be retroactive to that date or when the child began care with your agency if after the April 15<sup>th</sup> date. For example: A parent applies for the Essential Employee Child Care Assistance on June 23, 2020 and the eligibility is approved. The child has been attending your program since April 30, 2020. The payment will be retroactive to April 30, 2020. You should receive a backdated Enrollment/Attendance/Verification (EAV) for this time period so that you may submit attendance for the child in order to receive payment.



For children already approved and currently enrolled in your child care agency, we will be extending the eligibility in our system from mid-June to mid-August. You will not receive an updated certificate reflecting this new date however, these children will continue to show on your EAV form so you may continue to submit attendance and receive payment through mid-August. All new eligibilities moving forward will have the mid-August date reflected on the Certificate.

We ask that you share this information with families enrolled in your program and encourage those who meet the expanded definition to apply. The application is available on-line:

<https://www.tn.gov/humanservices/covid-19/child-care-services-and-covid-19.html>.

### **UPDATE-Payments through the Child Care Certificate Program**

The Department will continue to make subsidy payments for all children enrolled in the certificate program through the end of **June** 2020 as usual for all participating agencies, including those agencies who are closed due to the impact of COVID-19 or where children are not attending, perhaps because of family impact. Please submit your Enrollment Attendance Verification forms as per your normal payment cycle. If your agency was closed on certain days, mark with a "C" on your EAV as usual.

If the children are not attending your program but are still enrolled with you, continue to mark them as "A" absent, according to regular procedures.

If a family has notified you that they wish to terminate care, indicate the date of termination by marking a "T" on the EAV beside the child's name under the appropriate date.

**PLEASE NOTE:** Beginning July through the end of August 2020, the Department will continue to make subsidy payments for all children enrolled in the certificate program as usual for participating providers who are open, even if the child is not attending, perhaps due to family impact.

Agencies who continue to remain closed after June 2020 will no longer receive reimbursement for children enrolled in the subsidy program. Parents with Certificates and who are in need of care for their child may use their Certificate at an agency who is open and available to provide care. DHS staff will assist the parent in transferring their Certificate.

Please send any questions to [childcareservices.dhs@tn.gov](mailto:childcareservices.dhs@tn.gov).

**Emergency Grants-Operational Costs Category:** Agencies who are open may continue to apply for financial relief through the Disaster/Emergency Response and Recovery Grants. This opportunity supports you as well as provides additional relief for families receiving child care payment assistance. Many families have lost employment or have been subject to lay-offs during this time and are struggling to pay above the State Reimbursement Rates. This is causing some families to withdraw their child from the licensed care program. We certainly want to avoid this from happening so the family may retain



their child's slot. The COVID-19 operations costs relief grant allows you to apply for costs associated with operating under the unique circumstances of the COVID-19 pandemic. We understand there may be a "cost difference" above the maximum state rate that families are required by your policy to pay. We ask that you apply for this "cost difference" amount under the operations cost category. This will provide relief for the family and support you in recouping that revenue.

The stipulation under this grant, is that once the money is received, if you have already charged and received payment from the parent, you refund or credit their accounts. If you have not received payment from the family, this grant amount will cover the full cost of care for children enrolled through subsidy.

**Learn about grant opportunities and apply online by visiting [www.childcaretennessee.com](http://www.childcaretennessee.com).**

If you are not already enrolled in the Child Care Certificate program and wish to participate, we will be happy to assist you with enrollment. Please submit your agency contact information including name of agency, name of person to contact, and telephone number in the request for enrollment to [ChildCare.Certificate.DHS@tn.gov](mailto:ChildCare.Certificate.DHS@tn.gov). You will then be contacted by a Child Care Services staff member to discuss participation and complete the contract for enrollment. This one on one contact will allow the opportunity to discuss the procedures and answer any questions you may have about the program and the benefit for families, the community and you.