

Guidance for Foster Parents who work or attend school...

1st ... If you need childcare while you work or attend school, your first avenue to assist with these costs is the Foster Care Child Care (FCCC) program. This link to DCF’s public website has information about the FCCC program, as well as an application to apply for childcare assistance. Follow the directions on the form.

NOTE: If your childcare provider is not licensed, you can skip ahead to # 2.

<https://childcareinkansas.com/resource/foster-care-child-care/>

NOTE: Parents and childcare providers need to read the DCF Handbooks pertaining to the receipt of DCF Child Care assistance under the FCCC program. Links to these handbooks are provided at the time your application for FCCC is approved, but here are the links now for your review. It is important to be aware of and understand the DCF requirements and policies concerning childcare payments and the possible consequences of misuse of these funds.

DCF Parent-Provider Partnership Handbook:

www.ksqualitynetwork.org/parent-provider-partnership
www.ksqualitynetwork.org/parent-provider-partnership-sp

DCF Child Care Provider Handbook:

<https://ksqualitynetwork.org/provider-handbook/>
<https://ksqualitynetwork.org/provider-handbook-spanish/>

2nd ... The following reasons mean you need financial help from CCEP (Child Care Exception Payment):

- Your childcare provider is not licensed through KDHE;
- Your FCCC application was denied;
- Your FCCC EBT card does not cover your costs in full; or,
- You need reimbursed for out-of-pocket childcare costs.

E-mail the Child Care Exception Payment (CCEP) program at DCF.FCCCEBTextception@ks.gov to request an application for an exception payment. The application can be completed by you or your case manager.

3rd ... When approved for an exception payment, it will be added to your placement payment and approved for up to a 3-month period. Towards the end of the approval period, CCEP will e-mail you to see if your childcare needs have changed. Please respond quickly to these e-mails so your benefits don’t have a delay.

Things to know about CCEP funding...

1. If the child in foster care is on an I/DD Waiver level of care they may not qualify for the CCEP program. The I/DD foster care rate is higher to cover such costs.
2. CCEP payments are added to the foster parent’s placement payment so they can pay their childcare provider directly.
3. There are 4 types of providers who provide childcare to children in foster care:
 - a. KDHE LICENSED childcare providers – Kansas Department of Health & Environment licenses daycare providers in Kansas.
 - b. DCF ENROLLED childcare providers – A KDHE licensed childcare provider must become an enrolled provider with DCF in order to take EBT card payments from the FCCC program.
 - c. INDIVIDUALS RELATED to the child in foster care – Qualified relatives¹ of the child in foster care can enroll w/DCF without becoming a licensed childcare provider with KDHE.
 - d. INDIVIDUALS NOT RELATED to the child in foster care – Private individuals not related to the child in foster care and not licensed through KDHE.
4. If you are using an individual not licensed as a childcare provider in Kansas, to qualify for CCEP funding the individual **must provide childcare in the foster parent’s home**, not the childcare provider’s home (qualified relatives of the foster child are exempt from this rule – childcare can be provided in the home of a qualified¹ relative of the child in foster care).
5. A licensed childcare provider enrolled with DCF can get their full established rate from the CCEP program (CCEP maximum rates do not apply). All enrolled providers will be paid first through the EBT card offered through FCCC and then any remaining amount due is covered by CCEP.
6. CCEP pays the rate agreed to by the foster parent or our maximum rate, whichever is lower. CCEP maximum rates for full-time childcare, effective 1/1/24, are:
 - \$30.36/day per child in foster care at a level of care 1 or 2;
 - \$37.50/day per child in foster care at a level of care 3;
 - \$44.64/day for a child in foster care at a level of care INT1 or REL4;
 - \$51.79/day for a child in foster care at a level of care INT2 or TT or REL5The daily rate maximum is based on a 10-hour day and care occurring 5 days a week. Higher daily rates can be approved based on special needs of the child. E-mail DCF.FCCCEBTextception@ks.gov with the details.
7. CCEPP will only pay for childcare when the foster parent is gone to attend work or school or is sleeping due to working a night shift.
8. Non-licensed individuals providing childcare will have the following checks, assessments, and tests performed by the sponsoring agency of the foster home prior to performing any service:
 - a. KBI criminal background check; and,
 - b. Child Abuse/Neglect Central Registry check; and,
 - c. ~~DCF/PPS history checks.~~AND
 - d. a health assessment; and,
 - e. a TB test.

The sponsoring agency of the placement needs to have these results on file.

¹ *Qualified relatives* are grandparents, great grandparents, adult siblings, aunt/uncles.

Guidance for CMPs/CPAs sponsoring those Foster Parents who work or attend school...

1st ... If a home you sponsor needs childcare because they work or attend school, have the foster caregiver apply for the Foster Care Child Care (FCCC) program. Here is the link to pass along to the foster caregiver:
<https://ksqualitynetwork.org/families/foster-care-child-care-subsidy/>

You must submit their application to the FCCC mailbox to confirm that childcare is actually needed.

2nd ... You always want your foster parents to search for a licensed childcare provider first. It saves you time (no background checks required!) and provides peace of mind that a licensed entity is providing care. As a second option, you should see if there is a relative of the child in foster care that wants to provide childcare. This type of childcare is eligible for FCCC EBT card funding and can occur in that relative’s home.

When a licensed provider or relative of the child in foster care is not available, your foster parent may have a neighbor, friend, or relative that is able to provide care. This type of care **must** be provided in the foster parent’s home.

The sponsoring agency for the foster home must obtain and maintain on file the following results on the individual providing childcare:

- KBI criminal background check; and,
- Child Abuse/Neglect Central Registry check; and,
- a health assessment; and,
- a TB test.

3rd ... When the EBT Card funds do not cover childcare costs in full the foster parent should request an exception payment to cover the rest by completing the CCEP application form and e-mailing it to DCF.FCCCEBException@ks.gov. If the foster parent is not able to send e-mails, you may send the e-mail for them.

4th ...When the foster caregiver experiences out-of-pocket childcare expenses, the foster parent should request reimbursement by completing a CCEP application form and e-mailing it to DCF.FCCCEBException@ks.gov. They will need proof of the out-of-pocket expense, such as a copy of the cashed check, or letter from the childcare provider showing how much was received from the foster caregiver and when.

5th ... CCEP “exception” payments are processed through SCRIPTS by adding a daily childcare rate to the placement payment. The sponsoring agency of the home receives that placement payment and passes through the amount owed to the home.