

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

April 24, 2017

What's Inside:
Clarify
ineligible child
care providers

M E M O R A N D U M

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION
PAT LUEBBERING, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: INELIGIBLE CHILD CARE PROVIDERS

DISCUSSION:

The purpose of this memo is to clarify the ineligible child care provider's policy.

Updated language in the policy manual for child care providers is to clarify language that states owners of child care facilities may not receive Child Care Subsidy on his/her own child if he/she attends the same facility. An owner of a child care facility may still be eligible for Child Care Subsidy. The owner of a child care facility would need to meet all eligibility requirements to be eligible for Child Care Subsidy. If the owner of a child care facility is found eligible, the child may attend another child care provider and that child care provider may receive Child Care Subsidy payments based on the child's attendance. The child care provider must be contracted or registered with the Department of Social Services.

An employee of a licensed child care facility (child care center or group home) may be eligible for Child Care Subsidy as long as the employee does not care for his/her own child. If the parent is an employee of the same child care facility that the child attends, the parent must provide verification from the child care facility the parent does not care for his/her own child.

NECESSARY ACTION

1. Review this memorandum with all Family Support Division staff.
2. Review revised Child Care Subsidy sections as indicated below.
3. All questions should be cleared through normal supervisory channels and directed to:

PDS/MAS II CONTACT

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PROGRAM MANAGER

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CHILD CARE SUBSIDY PROGRAM MANUAL REVISIONS

[1215.030.00 INELIGIBLE CHILD CARE PROVIDERS](#)

FORMS AND INSTRUCTIONS

N/A

REFERENCE DOCUMENTS AND RESOURCES

N/A

RELATED STATUTE

N/A