

# The Early Learning Coalition of the Big Bend Region



## Child Care Assistance for Foster Families

The Early Learning Coalition of the Big Bend Region (ELC) is the local resource for child care information and School Readiness services. Successful participation in the School Readiness program to receive tuition assistance depends on a strong partnership between foster parents and the ELC. The following outlines the key responsibilities for both parties.

### Foster Parent Responsibilities:

1. Contact one of the ELC offices within 10 calendar days to process the DCF Child Care Authorization form. You will need to present the following documentation to complete the enrollment and eligibility process.
  - The completed child care authorization form from DCF or their contracted partner.
  - Proof of birth for the child(ren) being enrolled in the school readiness tuition assistance program
  - Current immunization record for the child(ren) being enrolled in the child care program.
  - Valid photo identification for the foster parent completing the enrollment process for the child(ren).
2. Pay the required assessed parent co-payment. Each family that receives School Readiness tuition assistance shall be assessed a co-payment based on family size and the family's gross annual income. (60BB-4.400) (Eligibility for child care tuition assistance is based on family income. If the case worker is aware of circumstances where paying a co-payment would cause a hardship the case worker should complete the ELC Authorization of Reduction or Waiver of Co-payment form and submit it with supporting documentation to the ELC. Otherwise each family must provide income information in order to determine the appropriate co-payment).
3. Pay any additional fees above the amount of the ELC's allowable reimbursement rate charged by the School Readiness child care provider of your choice. Depending on the program you choose, you could incur supplemental fees over and above the reimbursement rate approved by the Office of Early Learning and the ELC. These may include additional tuition fees, registration fees, supply fees, etc. When selecting a provider, the family should inquire about such fees. The ELC cannot pay for these additional fees.

\*Children referred to the ELC by the DCF Foster Program for participation in the School Readiness tuition assistance program must be placed in either a licensed family child care home or a licensed or licensed exempt child care facility. Children may not be placed in a registered family child care home without prior written approval from the case worker.

### ELC Responsibilities:

1. Provide Child Care Resource and Referral services to include computer generated referrals based on your families needs, tools to assist in the selection of choosing quality child care and other community resources as identified based on families needs.
2. Conduct developmental screenings which include hearing and vision screens within 45 days of enrollment into the School Readiness program and provide follow-up information and referrals as necessary.
3. Reimburse the selected child care provider for the child's attendance at the allowed ELC reimbursement rate.
4. Verify continued eligibility for School Readiness tuition assistance program.



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