

Fariborz Pakseresht, DHS Director
Authorized Signature

Number: CW-PT-18-015
Issue date: 4/26/2018

Topic: Reimbursement for child care costs

Transmitting (check the box that best applies):

- New policy
 Policy change
 Policy clarification
 Executive letter
 Administrative Rule
 Manual update
 Other: _____

Applies to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children’s Intensive In Home Services |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children’s Residential Services | <input type="checkbox"/> Other (please specify): |
| <input checked="" type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Child Welfare Foster Parent/Relative Caregiver Child Care Stipend		
Policy/rule number(s):	413-090-0010(5)	Release no:	
Effective date:	5/1/2018	Expiration:	
References:	OAR 413-090-0010(5)		
Web address:	http://www.dhs.state.or.us/policy/childwelfare/manual_1/division_90.pdf		

Discussion/interpretation: Beginning May 1, 2018, a Child Care stipend for foster parents/relative caregivers becomes effective. A Child Care Stipend *may* be authorized:

- For a child in foster care up to the age of 6
- For the cost of child care up to a maximum of \$375 per child
- When the foster parent or relative caregiver requires child care for employment
- When a caseworker for the child approves the child care plan as meeting the child’s supervision needs
- When the child is not in school (including Early Head Start and Head Start)

- When the child care provider is licensed by Office of Child Care or Approved by DHS SSP Child Care Program.

Authorizations must be updated every 6 months, including verifying the Child Care provider is licensed or approved.

Foster parent/relative caregiver submits a monthly invoice ([CF 0501F](#), Child Welfare Child Care Invoice).

Please see the attached forms and flier.

Training/communication plan: Webinars with a target audience of Office Managers: 4/25/18 9:30-12:00; 4/26/18 9:30-12:00; 5/1/18 1:00-3:30
 Foster Care Program participation in monthly Office Manager conference calls
 Communication to foster parents/relative caregivers.

Local/branch action required: Participation in webinars; caseworker approval of service; branch processing of invoices

Central office action required: Training via webinars; communication to foster parents, support for field staff as needed

If you have any questions about this policy, contact:

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