

# Policy Transmittal

## Office of Self-Sufficiency Programs



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 Manager, Child Care Policy

**Authorized signature**

**Number:** SS-PT-20-019  
**Issue date:** 09/01/2020

**Topic:** Child Care

**Due date:**

**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: {Select type} | <input type="checkbox"/> Health Services                                      |
| <input type="checkbox"/> Aging and People with Disabilities    | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input checked="" 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 checked="" type="checkbox"/> Other (please specify): Direct Pay Unit   |
| <input type="checkbox"/> Child Welfare Programs                |   |

<b>Policy/rule title:</b>	<b>Temporary ERDC eligibility change, \$0 copays extended</b>		
<b>Policy/rule number(s):</b>	461-135-0440 Temporary Policies for Child Care Benefit Eligibility and Payment (ERDC and TANF); COVID-19	<b>Release number:</b>	
<b>Effective date:</b>	10/01/2020	<b>Expiration date:</b>	10/31/2020 or until further notice
<b>References:</b>			
<b>Web address:</b>	<a href="https://apps.state.or.us/cf1/cf/arm/A/461-135-0440.htm">https://apps.state.or.us/cf1/cf/arm/A/461-135-0440.htm</a>		

**UPDATE:**

Oregon Department of Human Services (ODHS) has received additional funding to extend the \$0 copay policy for families certifying or recertifying through October 31, 2020.

It is important to continue to code the COV case descriptor on new and recertifying cases through October 31, 2020.

**Discussion/interpretation:**

ODHS made a temporary rule change in March 2020 allowing families a \$0 copay during the state of emergency. See transmittals [SS-PT-20-004](#) and [SS-PT-20-011](#). This temporary change has been extended several times due to additional funding received by the department.

***All other changes to ODHS child care policy during the COVID-19 state of emergency remain in effect until further notice.***

**Note:** Per guidance from SNAP Policy, a conversation needs to be had with the applicant regarding their actual child care costs when addressing their SNAP child care deduction.

**Implementation/transition instructions:**

The 'COV' case descriptor on CMUP is used to track which families are approved for a \$0 copay. It is important to **continue** coding the 'COV' case descriptor for new certifications and re-certifications through October 31, 2020 or until further notice.

**Training/communication plan:**

Guidance is being shared with partners, stakeholders, families and providers in early September.

The ODHS [Child Care Assistance website](#) will be updated as needed.

Providers and parents/caretakers may contact DPU with questions at 1-800-699-9074, or:

- For general questions, e-mail [Customerservice.dpu@dhsosha.state.or.us](mailto:Customerservice.dpu@dhsosha.state.or.us)
- For submission of billing forms and Child Care Provider Listing forms, e-mail [DPU.childcarebilling@dhsosha.state.or.us](mailto:DPU.childcarebilling@dhsosha.state.or.us)

ODHS field staff should email policy-related questions to [ChildCare.Policy@dhsosha.state.or.us](mailto:ChildCare.Policy@dhsosha.state.or.us).

**Local/branch action required:**

Refer all billing questions from families and child care providers to DPU at 1-800-699-9074. Staff are to email their own program related questions to [ChildCare.Policy@dhsosha.state.or.us](mailto:ChildCare.Policy@dhsosha.state.or.us).

**Important:** Cases are to continue to be coded with 'COV' case descriptors for new applications and re-certifications through October 31, 2020 or until further notice. For newly created cases in the ONE system, the \$0 copay will be authorized based on the Date of Request (DOR) date.

**Central office action required:**

This transmittal has been sent to Self-Sufficiency Programs staff for review with branch and district leadership. A temporary rule was adopted effective September 1, 2020 with amendments being adopted as needed.

**Field/stakeholder review:**     Yes     No

**If yes, reviewed by:**

**Filing instructions:**

*If you have any questions about this policy, contact:*

Contact(s): Child Care Policy	
Phone:	Fax:
Email: <a href="mailto:ChildCare.Policy@dhsosha.state.or.us">ChildCare.Policy@dhsosha.state.or.us</a>	