

Mark Anderson

**Authorized Signature**

**Number:** SS-IM-04-007

**Issue Date:** 04/24/2004

**Topic:** Child Care

**Subject:** Child Care Providers

**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 checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers               | <input type="checkbox"/> Other (please specify):              |

**Message:**

Effective May 1, 2004, providers who are applying to provide care for DHS children must be at least 18 years old.

This change has been made to bring DHS Self-Sufficiency criteria for child care providers in line with DHS Child Welfare and Child Care Division criteria.

Minor providers currently providing care will be allowed to continue. However, if they stop providing care, they will no longer be eligible for DHS payment until they turn 18 years old.

If a parent selects a new provider under the age of 18 after May 1<sup>st</sup>, please refer them to the local Child Care Resource and Referral Agency to find a different provider.

Letters have been sent to the 104 minor providers currently providing care and to the families for whom they are providing care . Copies of both letters follow the IM on page 2 and 3.

If you have questions, please call or GroupWise Susan Knaupp at (503) 945-6110 for SDAs 1, 2, 3, 4, 9, 15 and 16 or Rhonda Prodzinski at (503) 945-6087 for SDAs 5, 6, 7, 8, 10, 11, 12, 13 and 14.

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

**Contact(s):** Please see above message

April 15, 2004

Dear Parent:

You are receiving this letter because the day care provider we have listed for you is under the age of 18 years. As of May 1, 2004, people applying to be a child care provider in a DHS program must be at least 18 years old. As an exception, your provider can continue providing care for your family. If they stop providing care for you, they will not be eligible to receive payment from DHS for care provided until they are 18 years old.

If you need help finding a provider in the future, please check with your local Child Care Resource and Referral agency for a list of possible providers. You can get their phone number by calling 1-800-342-6712. If you have any questions or concerns, please contact your worker or send an e-mail to [childcare.info@state.or.us](mailto:childcare.info@state.or.us).

Sincerely,

DHS Child Care Program Staff

April 15, 2004

Dear Child Care Provider:

You are receiving this letter because you are under the age of 18 and currently listed to receive payments from DHS for child care you provide. We need to inform you of a change in the rules. Starting May 1, 2004, people applying to be a child care provider in a DHS program must be at least 18 years old.

If you are currently providing care for a family in a DHS program, you may continue to be paid for care provided for this family. If you stop providing care for this family, you will not be eligible to receive payment from DHS for care you provide until you are 18 years old.

We value the service you have provided for parents. However, we need to make this change to be consistent with other DHS programs and Child Care Division regulations. If you have any questions or concerns please contact DPU at 1-800-699-9074 or send an e-mail to [childcare.info@state.or.us](mailto:childcare.info@state.or.us).

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Sincerely,

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DHS Child Care Programs Staff

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