



PROGRAM AREA: Economic Security Division	EFFECTIVE DATE: 12/1/14 REVISION DATE:
TITLE: CCCAP Authorization for Care (Decoupling of Schedule)	AUTHORIZING SIGNATURE: 

Reference: 3.913(QQ), HB14-1317, section 6(7)(J)

In accordance with State Staff Manual Volume III regulation 3.913(QQ)(1), Counties must authorize care based on verified need, by establishing an authorization to cover the maximum amount of units needed to ensure care is available based on the client's participation in an eligible activity, and must not be linked directly to an adult caretaker's or teen parent's employment, education, job search, or workforce training schedule, and should not be tied to the client's activity schedule and should be based on the child's need for care.

In accordance with HB14-1317 provision 26-8-802, section 6(7)(J), UPON NOTIFICATION TO COUNTIES BY THE STATE DEPARTMENT THAT THE RELEVANT HUMAN SERVICES CASE MANAGEMENT SYSTEMS, INCLUDING THE COLORADO CHILD CARE AUTOMATED TRACKING SYSTEM, ARE CAPABLE OF ACCOMMODATING THIS PARAGRAPH (j), AND TO PROVIDE CONTINUOUS CHILD CARE WITH THE LEAST DISRUPTION TO THE CHILD, THE HOURS AUTHORIZED FOR THE PROVISION OF CHILD CARE THROUGH CCCAP MUST INCLUDE AUTHORIZED HOURS FOR THE CHILD THAT PROMOTE CONTINUOUS, CONSISTENT, AND REGULAR CARE AND MUST NOT BE LINKED DIRECTLY TO A PARENT'S EMPLOYMENT, EDUCATION, OR WORKFORCE TRAINING SCHEDULE. PURSUANT TO RULES PROMULGATED BY THE STATE BOARD, THE NUMBER OF HOURS AUTHORIZED FOR CHILD CARE SHOULD BE BASED ON THE NUMBER OF HOURS THE PARENT IS PARTICIPATING IN AN ELIGIBLE ACTIVITY AND THE CHILD'S NEEDS FOR CARE.

Purpose:

The Garfield County Department of Human Services shall have a procedure to support child care needs, based on the verified need of the participant and on the child's needs for care to provide continuous child care with the least disruption to the child.

Policy:

It is the policy of Garfield County to authorize child care based on the needs of the child and to promote consistency for the child while taking the participants verified need for care into consideration.

Garfield County will discuss child care needs with the participant at the time of application, redetermination or reported change of schedule. The county will take into consideration the care needed to promote consistency for the child and base the authorized child care on the needs of the family. If the need is questionable the child care technician will staff the case with

the program supervisor. The decision on the care authorized will be thoroughly documented in CHATS for each case.

Examples of decoupling the authorization from the eligible activity schedule are as follows but are not limited to:

Example 1:

Participant works five part time days a week but the provider requires five full time days of care for the child to enroll in their program. Garfield County may authorize five full time days of care upon receipt of verification from the child care provider that five full time days is a requirement.

Example 2:

Participant works a total of five days per week Wednesday through Sunday and the child care program runs Monday through Friday. Garfield County may authorize care Monday through Friday upon receipt of verification from the child care provider that the program only runs Monday through Friday to promote consistency for the child.

Example 3:

Participant is enrolled in post-secondary education and their classes are in the evening from 4:00 p.m. to 8:00 p.m. but the participant wants their child to participate in a preschool program from 8:00 a.m. to 12:00 p.m. in the morning. Garfield County may authorize care for the child for the morning preschool session upon receipt of verification of the preschool program hours.

Example 4:

Participant works a night shift from 9:00 p.m. to 5:30 a.m. but has care for the child overnight. The participant wants to use care during the day from 7:00 a.m. to 4:00 p.m. so they can sleep. Garfield County may authorize care for the child from 7:00 a.m. to 4:00 p.m. upon receipt of verification of the employee's schedule.