



PROGRAM AREA: Economic Security Division	EFFECTIVE DATE: 12/1/14 REVISION DATE:
TITLE: CCCAP Job Search	AUTHORIZING SIGNATURE: <i>Hany Baydarian</i>

**Reference:** CDHS 3.919 (I)(3)(a), HB14-1317, section 6 (7)(g)

**In accordance with State Staff Manual Volume III regulation 3.1919 (I)(3)(a)**

Job search child care is available to eligible participants for no fewer than sixty (60) actual days of child care in a twelve (12) month period beginning with the first authorized actual day of job search activity.

The amount of care authorized each day must, at a minimum, be commensurate with the amount needed to complete the job search tasks.

- a) Job search must be approved when individuals lose their jobs while enrolled in the Low-Income program and job search child care is approved by the county or designee and monitored to ensure that job search activities comply with county or state standards.

**In accordance with HB14-1317 provision 26-8-802, section 6 (7)(g).** 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 (g), A PARENT WITH A CHILD ENROLLED IN CCCAP WHO LOSES EMPLOYMENT WHILE PARTICIPATING IN THE PROGRAM MUST REMAIN ELIGIBLE FOR CCCAP FOR AT LEAST SIXTY DAYS WITHIN A TWELVE-MONTH PERIOD IF HE OR SHE IS ACTIVELY SEARCHING FOR EMPLOYMENT AND HE OR SHE CONTINUES TO MEET ALL OTHER CCCAP ELIGIBILITY CRITERIA.

**Purpose:**

The Garfield County Department of Human Services shall have a procedure in place to provide and monitor the use of job search for the participants of the Colorado Child Care Assistance Program (CCCAP) that have lost employment and meet all other eligibility requirements of CCCAP.

**Policy:**

It is the policy of Garfield County to authorize child care assistance for no fewer than sixty (60) days per twelve (12) month period for participants of CCCAP that have reported the loss of employment at redetermination or during the twelve month eligibility period that they wish to search for employment, as long as they meet all other eligibility criteria. Garfield County will work with the program participant to create the most beneficial child care schedule for the family's circumstances and will request verification of the job search activity every thirty (30) days until the 60 actual days of job search have been exhausted. The use of CHATS tracking dates, case comments and the updating of the CHATS primary activity screen will ensure the sixty days is not exceeded and is tracked appropriately.