

Service Chapter: Child Care Assistance Program 400-28

Effective Date: August 1, 2023

Overview

Effective August 1, 2023, all payments must be made directly to the provider as a result of SB 2084.

Description of Changes

1. Payment to the Provider 400-28-100-35 - Change

Removed the option for payments to go to caretakers.

Policy Section Updates

Payment to the Provider 400-28-100-35

~~Unless the provider requests the payment to be issued to the family, a~~All Child Care Assistance Program payments will be issued to the provider.

~~If the provider chooses to have the payment go to the caretaker, the provider must select this option in the Provider Self-Service Portal (SSP) and it will be applied to all CCAP payments until unselected.~~

Payments are determined prospectively and can be made available by the first working day of the month. Providers are required to certify in the Provider SSP that the child(ren) are still enrolled in their care before payment will be issued. Providers must enter an amount charged in the SSP before payment can be issued.

Payments are issued through direct deposit, or by check in specific cases. Direct deposit information must be entered into the Provider SSP by the provider before a payment can be issued to the provider.

Note: Checks are mailed two working days after the process date. With exception of weekends and holidays, normal delivery **should** be within five business days after the processing date.

The following will receive payment by check:

- ~~• Payments made to the family.~~
- Garnishment of child care payments due to child support obligation of a provider. Child care payments to individuals with a child support obligation are intercepted by Fiscal Administration, Department of Human Services. Fiscal Administration deducts the required amount and issues the remaining amount to the child care provider. Because of this process, these payments will continue to be issued by check.
- Providers that request an exemption from direct deposit and are approved by the CCAP state office.

Payments are processed daily with the exception of the end of the State Fiscal Year. At the end of the State Fiscal Year, there is usually a 3 day period when payments are not processed.