



JB Pritzker, Governor

Illinois Department of Human Services

Grace B. Hou, Secretary

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CHILD CARE ASSISTANCE PROGRAM POLICY UPDATES

September 1, 2019

Dear Child Care Providers, Parents, and Stakeholders:

Since the launch of the Child Care Assistance Program's new Facebook page ([@IllinoisCCAP](#)), we have generated over 2,500 followers and our posts have reached over 100,000 people! Your enthusiasm to share has made the launch a successful one. Many children and families of Illinois will benefit from that small gesture of kindness. Please continue to share as we will continue to post pertinent information about the CCAP and share other early childhood education resources.

The Illinois Department of Human Services (IDHS) introduced changes to CCAP that would increase access and affordability for Illinois' working families. Under the proposed changes, beginning October 1, 2019:

- **Income eligibility would increase to 200% of the Federal Poverty Level (FPL) at initial application, and up to 225% FPL at redetermination.** This means a family of three could earn up \$42,660 (\$3,555/month) at their initial application and earn up to \$48,000 (\$4,000/month at redetermination) and remain eligible for assistance.
- **Families would have a three-month graduated phase-out when their income increases above the proposed exit-level.** This means if a family of three's income increases above \$48,000 (but less than \$63,840) at the time of redetermination, they would receive 90 days of graduated phase out before losing CCAP.
- **Child who turn 13 during an eligibility period would continue to receive CCAP through the full eligibility period,** rather than just through the end of that month.

Please keep an eye out for the new income eligibility charts! We are excited to share more detailed information soon.

EXPANSION OF 80% ATTENDANCE RULE FOR LICENSE-EXEMPT PROVIDERS

Per federal regulations, payments for ALL provider types shall be decoupled from a child's occasional absence. In previous years, only licensed child care centers and homes were included in the 80% Attendance Rule. To come into compliance with federal regulation, starting with care provided after October 1st, license-exempt home care providers will also be included in the 80% rule. This means that providers will be paid for 100% of the eligible days for families who have attended at least 80% of the approved eligible days. If a family is in attendance less than 80% of the eligible days, the provider will continue to be reimbursed based on the number of actual days attended.

FIRE MARSHAL INSPECTIONS FOR LICENSE-EXEMPT CENTERS

Effective immediately, the Illinois Department of Children and Family Services (**IDCFS**) **will only renew license-exempt status for child care center providers with a PASSED fire inspection** completed by the Office of the State Fire Marshal (OFSM). Licensed exempt centers should contact their local CCR&R to request an OFSM inspections. Please note, providers who do lose their license-exempt status will not be eligible to receive payment through the Child Care Assistance Program.

APPEAL PROCESS FOR CHILD CARE CENTERS

Effective October 1st child care centers will be allowed to appeal decisions made about child care payments through the IDHS Office of Early Childhood Bureau of Subsidy Management's Policy Unit. All issues related to payments should first be discussed with the local CCR&R. If the issue cannot be rectified with the CCR&R, providers have the right to file a first level appeal with IDHS. To file an appeal, contact your local Child Care Resource and Referral Agency to receive and complete the Notice of Appeal (Form IL444-0103). Completed Notice of Appeal forms may be returned to your local CCR&R, submitted via email to DHS.CC-APPEALS@illinois.gov, or mailed directly to IDHS Bureau of Subsidy Management, 100 S. Grand Avenue East, 2nd Floor, Springfield, IL 62762-0002.

Child Care Centers may only appeal decisions made about payments. Examples of the payment issues that may be appealed by providers include but are not limited to:

- Number of days paid;
- Claiming payment for full time days instead of part time or school age days;
- Overpayments;
- Requesting of higher rate not supported by a Rate Certification Form

Please note: Parents/clients and home care providers may also appeal CCAP decisions and as always, day care home providers are afforded rights through SEIU. To learn more about this existing policy, please contact your local CCR&R.

Sincerely,



Nakisha Hobbs, MEd
Associate Director
Office of Early Childhood