

**IMPORTANT: READ, SIGN AND RETURN TO YOUR CHILD CARE INFORMATION SERVICES (CCIS) AGENCY IMMEDIATELY**

**ATTESTATION REGARDING PROVIDER REFUND OF PARENT PAYMENTS DURING THE BUDGET IMPASSE**

During the budget impasse, the Office of Child Development and Early Learning (OCDEL) communicated that providers would be paid for services given to subsidy eligible children from July 1, 2009 forward. Once the budget impasse is resolved, OCDEL will issue these payments to the CCIS as soon as possible.

Some providers made a business decision to temporarily charge subsidy eligible parents the full or partial cost of child care during the budget impasse. This was payment in addition to the parent's regular co-payment for child care. Upon provider receipt of payment from the CCIS, parents who paid additional costs must be reimbursed for payments made in excess of their regular co-payment. OCDEL must assure that both parents and providers are fully reimbursed for child care services given during the impasse.

**IF YOU CHARGED PARENTS ADDITIONAL FEES IN EXCESS OF THEIR REGULAR CO-PAYMENT, YOU MUST REIMBURSE THE PARENT IN FULL LESS THE CO-PAYMENT. REIMBURSEMENT MUST OCCUR WITHIN 10 BUSINESS DAYS OF RECEIVING PAYMENT FROM THE CCIS FOR THE MONTH(S) INCLUDED IN YOUR PAYMENT.**

For example, you must reimburse the parent for payments made in excess of the weekly co-payment for July and August services within 10 business days of receiving your July/August payment. You must reimburse the parent for September services within 10 business days of receiving your September payment. You do not need to reimburse the parent the difference between the Maximum Child Care Allowance and your published rates if it was your past practice to charge the difference; however, if you began this practice during the budget impasse, you must also reimburse these additional charges.

*You must acknowledge and agree to abide by the above policy.* You must return a signed copy of this Attestation to your CCIS by October 20, 2009 even if you did not charge your parents additional fees. You may return the signed Attestation with your invoice. **Failure to return a signed copy of this Attestation to your CCIS by the above date will result in termination of your Provider Agreement.**

**OCDEL will monitor and validate the provider refund of parent payments made in excess of their co-payment during the budget impasse at its discretion.**

I affirm that I have read this Attestation or had this Attestation read to me in full and that I understand and agree to abide by the policy stated above by reimbursing subsidy eligible parents all payments they made in excess of their co-payment. I understand that if I fail to comply with the policy in this Attestation or fail to return a signed copy of this Attestation, the CCIS will terminate my Provider Agreement and I will no longer be able to participate as a provider in the subsidized child care program.

\_\_\_\_\_  
Provider Signature

\_\_\_\_\_  
Date