

Relative/Neighbor Provider Revisions Chart

<i>Page(s)</i>	<i>Section/Subsection</i>	<i>Revision(s)</i>
4	301.1 General Policy & Regulation	Added NOTE and Example about: R/N provider required to care for assigned children at all times unless there is an approved substitute. Child(ren) cannot live with R/N who cares for them. Added: Provider cannot be both an R/N provider and a Family Care provider
5	301.4 Parent/Caretaker Responsibilities	Reordered responsibilities. Clarified #4 regarding timing of enrollment. Added #5 CCIS should advise the p/c about federal clearance and face-to-face timeline. Added NOTE to #7 additional 30 days to select a provider. Added #10 about p/c responsibility to sign children in and out daily.
6	301.5 CCIS Responsibilities	Added #3 CCIS to advise p/c that provider needs to pursue federal background requirements promptly. Added NOTE to #4 regarding importance of prompt CareCheck Appointment Letter generation. Clarified #6: It is the <u>provider's</u> face-to-face meeting. Added information about including the sample Daily Attendance Log in the packet of information given to the provider at the face-to-face meeting. Modified #7 to ensure compliance.
7-8	301.6 Provider Responsibilities	Modified #1: To indicate provider must <u>complete</u> fingerprint scanning. Modified #4: To indicate provider must <u>complete</u> face-to-face within 30 calendar days of Funds Available Letter date. Added #9 with requirement to maintain daily sign in/out records and what information must be included in the log. Added #10 with requirement to sign and comply with the R/N agreement. Added #11 with requirement provider must provider care only at the physical address on the R/N Agreement. Added #12 with requirement provider and children under his/her care cannot live together. Added #13 with requirement provider can only allow approved substitute to care for the children.
9	301.7 Identifying an R/N Provider	Added NOTE regarding back payment to a provider.
9	301.8 CCIS Procedure After the P/C Identifies the R/N Provider	Added clarification about CCIS action when the p/c advises the CCIS of his/her provider choice. Added NOTE about CCIS notice to the PC regarding criticality of timing to enroll with an eligible provider.
10	301.8.1.4 Provider is Ineligible, CareCheck Status is Not Permitted-Temporary and Date Eligible for Review is After Today	Added that the provider selected must be eligible within 30 days of the funds available letter.
11	301.8.2 R/N Provider Does Not Exist in PELICAN CCW	Added Note to #11: Provider's Legal Entity and Location Physical Addresses must be actual street addresses.
13-14	301.9 Federal Criminal History Clearances	Reworded existing paragraphs that had duplicate information. Added NOTE regarding timing information if provider fails federal criminal history clearance.

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14	301.10 Procedure to Initiate Federal Criminal History Clearances	Added bullet: CCIS should discuss with P/C the date the child(ren) need to be enrolled with an eligible provider. #1 Changed because the CareCheck Appointment Letter was modified to advise the provider to schedule the face-to-face meeting as soon as the federal clearance results are received. First bullet-Tracking date to be set for 31 days after the <u>Funds Available Letter</u> . Second bullet-Send p/c an AA on day 31 if the provider has not completed the face-to-face. Other bullets removed.
15-17	301.11 Face-to-Face Meeting	Added timing of face-to-face meeting and enrollment with eligible provider: within 30 days of Funds Available Letter. #2 Added timing information if the provider needs a rescan and does not meet his/her timeline as a result and if results letter shows disqualification. #8.c. indicates that both the p/c and provider must be in compliance with backdating policy in order to backdate the subsidy eligibility date. Added NOTE under 8.c.regarding backdating.
20-21	301.13 CareCheck Results	Added NOTE about timeline if provider fails CareCheck. Added NOTE about delays in issuance of training certificates. Added NOTE indicating a provider must pass both the Federal and State background checks.
25	301.17 R/N Training Requirements	Some R/N Training requirements continue to be on hold as indicated in bold, red font.
26	301.18 Renewals	Some Renewal requirements continue to be on hold as indicated in bold, red font.
27-29	301.19 Backdating Subsidy Eligibility	Added the provider needs to submit acceptable federal criminal clearances and attend the face-to-face meeting within 30 days of the <u>Funds Available Letter</u> in order to backdate subsidy eligibility. Added examples with timelines regarding transfers to new R/N providers. Eliminated 75 day backdate language.
30-31	301.19.1 Backdating Subsidy Eligibility for Low Income Cases	Policy is revised to show the face-to-face must occur based on the Funds Available Letter date. Both examples have changes.
31-32	301.19.2 Backdating Subsidy Eligibility for TANF and Food Stamp Cases	Payment policy clarified. Added payment policy if the verification date on the Federal Fingerprint Results Letter is more than 30 days after the CareCheck Appointment Letter. Both examples were changed.
32	301.19.3 Backdating Subsidy Eligibility for Former TANF Cases	Revised to show the face-to-face must occur based on the <u>Funds Available Letter</u> date.

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33-34	301.20 Payment	The provider is required to have a method for p/c to sign each child in and out each day of attendance. Payment begins the first day a newly enrolled child attends. Added policy the CCIS will pay for a maximum of 25 days of absence per child per state fiscal year. Modified the 10 day absence information to 5 days. Examples modified and/or added to reflect the 5 day policy.
35	301.21 Ownership of R/N Providers	Clarified that the county of the provider's residence may not be the same as the county where the child(ren) reside. The R/N owner is based on the R/N residence. Ownership must be transferred to the correct CCIS. The provider reports changes and submits paperwork to the owing CCIS. CCIS must ensure R/N does not overenroll. Instructions added when over enrollment identified.
39	301.23.1 Goals	All goals have been changed.
39-40	301.23.2 Objectives	All objectives have been changed.
	301.23.3 Section Checkpoint Question	Questions have been added/modified and reflect revision of chapter content.
	301.23.4 Section Checkpoint Answers	Answers have been added/modified and reflect revision of chapter content.