



**ANNOUNCEMENT: ELRC-20 #03**  
**OFFICE OF CHILD DEVELOPMENT AND EARLY LEARNING**  
**BUREAU OF EARLY LEARNING CENTER OPERATIONS**

**ISSUE DATE:** March 12, 2020  
**EFFECTIVE DATE:** Immediately  
**SUNSET DATE:** April 30, 2020

<b>SUBJECT:</b>	<b>Child Care Works Payments During the Novel Coronavirus (COVID-19) Outbreak</b>
<b>TO:</b>	<b>All Regulated Child Care Facilities; Early Learning Resource Centers; and OCDEL Early Learning Resource Center Program Representatives</b>
<b>FROM:</b>	<b>Tracey Campanini Deputy Secretary, Office of Child Development and Early Learning</b>

**PURPOSE:**

To provide information to child care programs participating in Child Care Works and the Early Learning Resource Centers (ELRC) in response to the novel coronavirus (COVID-19).

**BACKGROUND:**

COVID-19 is active in Pennsylvania. The information about managing COVID-19 is continually being updated. This announcement focuses on the clarification of payments for Pennsylvania's child care subsidy program, Child Care Works (CCW), for the duration of COVID-19.

On March 6, 2020 Governor Wolf signed a Proclamation of Emergency Disaster. The Pennsylvania Department of Health (PA DOH) is serving as the lead agency to coordinate information at the state and local level.

Information will continue to be shared and disseminated going forward to address questions and concerns that have been brought to our attention. We continue to monitor information from [the Pennsylvania Department of Health](#) and [the U.S. Centers for Disease Control and Prevention](#). Guidance developed by DHS will be centrally located on [this page](#), which will be updated as additional guidance becomes available. We encourage you to continue to consult these resources for updates on COVID-19, information on staying healthy, and updates on the situation in Pennsylvania.

PA DOH has routinely shared that Pennsylvanians should be prepared for the continued spread of the COVID-19 virus and is urging continued planning. As a result, child care programs serving children and families enrolled in CCW have inquired whether they would continue to receive CCW payments in the event child care facilities closed due to COVID-19.

**DISCUSSION:**

If the PA DOH advises or mandates child care facilities close as a result of COVID-19 in a target community, county or statewide, CCW agreements will be paid based on the active CCW

enrollments at their child care facilities at the time the closure is ordered. This payment will continue through the end of April 2020.

If the PA DOH orders child care facilities to close, the ELRC should **not** suspend children due to the closing of the facility but allow all children who are enrolled in CCW at the time of the closing to remain enrolled. ELRCs **may not** enroll a child with a new provider under any circumstances. The enrollment must stay with the closed provider.

OCDEL recognizes that families will also be impacted by changes to their own work schedule and income, during child care closures related to COVID-19. Child care providers will not collect the family co-pays for CCW for the period of the closure.

In consultation with DOH, the Department of Human Services and the Governor's Office, these payment practices may be extended to support child care providers' return to full operating capacity.

**NEXT STEPS:**

1. Child care programs
  - a. Share with staff completing CCW attendance reporting and invoicing.
  - b. Please direct any questions to your ELRC.
2. ELRCs
  - a. Review and share with appropriate staff.
  - b. Please direct any question to your program representative.
  - c. ELRCs will support child care providers with any transition after closures are lifted by DOH.