To Our Valued Child Care Provider,

The purpose of this letter is to kindly remind you of our 4Cs Policy regarding “Payment for the days that your child care facility is closed.” Your kind cooperation to follow the instruction set forth below will help ensure the appropriate processing of such payments.

The number of days that 4Cs can pay you when your facility is closed are limited to a maximum of ten days per fiscal year per provider or facility (if multiple sites or centers)

Each Child Care Provider must submit the following documents:

1. List of days closed for the fiscal year period from July 1, 2019 - June 30, 2020
2. Copy of Provider’s Parent Handbook or Contract with Parents that states unsubsidized parents must pay for provider’s days of non-operation / closure.

Your submitted documents will be a) date stamped upon receipt and b) the days closed will become effective on the date the above documents were received at 4Cs. Note: 4Cs will not pay for days your facility was closed that occurred prior to receipt of the documents.

Note: If you are a provider who operates multiple sites or centers, separate List of Days Closed and the Parent Handbook or Contract must be submitted for each site. No payments will made if these two (2) requirements are not met.

Your submission can be sent as follows:

Via Mail: 4Cs, 150 River Oaks Parkway, San Jose, CA 95134, Attn. Frances Arellano

Email: info@4c.org or Fax: (408) 321-7454 - Attn. Frances Arellano

For Questions: Frances Arellano, Provider Coordinator Supervisor, (408) 487-0747, ext. 418

For your reference and information, this matter is covered by the California Code of Regulations 5 CCR § 18076.2(b) (2) which states the following provisions: “Licensed Family Day Care Providers and Child Care Centers may be reimbursed for the time that the provider has a paid day of non-operation and can provide documentation that the contractual terms used by the provider for services to unsubsidized families require payment for such day(s) of non-operation.”

Sincerely,

Colette Kudumu
Director of Compliance
5 CCR § 18076.2
§ 18076.2. Reimbursable Hours of Care.
(a) This section does not apply to reimbursement for services provided pursuant to Sections 18075(a)(2), (a)(3), and (b)(2) of this subchapter.
(b) Reimbursable hours for the child's regular provider shall include:
   (1) Time that a child's absence is deemed excused pursuant to Section 18066 and the time the child is absent when the contractual terms used by the provider for services to unsubsidized families require payment for such absences. Reimbursement for an excused absence based on the child's illness shall not occur in lieu of providing accommodations for the child pursuant to the applicable provisions of the Americans with Disabilities Act.
   (2) Time that the provider has a paid day of non-operation and can provide documentation that the contractual terms used by the provider for services to unsubsidized families require payment for such day(s) of non-operation. The number of reimbursable paid day(s) of non-operation shall be limited to a maximum of ten days per fiscal year per provider.
   (c) Reimbursable hours for an eligible alternate provider shall include:
   (1) Time that services are provided when the regular provider has a paid day of non-operation, and the parent has to obtain an alternate provider to meet the certified need for child care. Payment to an alternate provider when the regular provider has a paid day of non-operation shall be limited to ten days per child per fiscal year.
   (2) Time that child care services are provided by an eligible alternate provider when the child is ill and the parent has to obtain care from an eligible alternate provider. Payment to an alternate provider when the child is ill shall be limited to a maximum of ten days per child per fiscal year. Contractors may reimburse an alternate provider in excess of ten days per year based on the illness of the child if the parent provides a physician verification.
   (d) Reimbursable hours do not include:
   (1) The scheduled instructional minutes of a public educational program available to a school-age child, or a private school in which the child is enrolled and attending.
   (2) Time when the child is receiving any other child care and development services.
   (3) Days on which the provider is not open to provide services, except as specified in subsection (b)(2). A contractor shall reimburse an alternate provider when the regular provider is not open to provide services and the subsidized family must obtain an alternate provider during the certified need for child care.

Note: Authority cited: Sections 8265 and 8269, Education Code. Reference: Section 8208(e), 8263, 8266.5 and 8357, Education Code.

HISTORY
1. New section filed 9-4-2003 as an emergency; operative 9-4-2003 (Register 2003, No. 36). A Certificate of Compliance must be transmitted to OAL by 1-2-2004 or emergency language will be repealed by operation of law on the following day.
2. New section refiled 12-29-2003 as an emergency; operative 12-29-2003 (Register 2004, No. 1). A Certificate of Compliance must be transmitted to OAL by 4-27-2004 or emergency language will be repealed by operation of law on the following day.
3. Certificate of Compliance as to 12-29-2003 order, including amendment of section heading and section, transmitted to OAL 4-26-2004 and filed 6-8-2004 (Register 2004, No. 24).

This database is current through 7/26/19 Register 2019, No. 30
5 CCR § 18076.2, 5 CA ADC § 18076.2