

PROGRAM GUIDE ADDENDUM
Fiscal Year 2023-2024

Family/Parent Changes

- Temporary Suspension of Services – no longer in Title 5, therefore no longer available for families
- If the basis of need as stated on the application for services is seeking employment, the parent's period of eligibility for early learning and care services is for not less than twelve (12) months (when parent's only need is seeking employment for Stage 2, Stage 3 programs) or twenty-four (24) months (for CAPP). Alameda County Pilot Program Extension to June 30, 2024.
- Child care providers, chosen by 4Cs participant, must meet the following distance requirements to be considered reasonable. The child care provider must be located within no more than a 25-mile radius of the enrolled parent's home, work, or approved activity. The provider must be located along the travel route to/from home, work, or approved activity. Child care arrangements outside of those stipulations will need Manager/Supervisor approval.
- **Means-tested government programs – Source: 5CCR section 18078(j), WIC 10271.7(1)**
A member of the household has been certified as eligible to receive benefits or services in any of those programs (see means-tested government program list under Program Eligibility). The family shall provide documentation of current enrollment in the program.
- A member included in the family size is certified to receive benefits from one of the following means-tested government programs:
 - o Medi-Cal
 - o CalFresh
 - o California Food Assistance Program
 - o California Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
 - o The Federal Food Distribution Program on Indian Reservations
 - o Head Start
 - o Early Head Start
 - o CalWORKs
- Working parents are required to complete & submit an employment documentation form along with two (2) months of the most recent pay stubs. If income fluctuates, parents are allowed to choose to provide up to 12 preceding months of income information.
- For Stage One participants, incapacitation need for child care is only allowed for two (2) parent households, where one (1) of the two (2) parents is incapacitated.
- 4Cs performs a self-evaluation process annually. Staff and Board Members are involved in the assessment of our programs. Procedures are developed to ensure the ongoing monitoring of our programs and to ensure that standards are met, including using a parent satisfaction survey.
- Families are required to share in the cost of the child care services when their income reaches the 75th percentile of the state medium income. Families will be assessed either a flat monthly full-time fee or part-time fee, based on hours of care certified for the month, income, and family size according to the California Department of Social Services Family Fee Schedule.

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Provider Changes

- Continuity of Care (4Cs management procedure) allows child care to continue for children that have a current child care certificate/contract with 4Cs and the provider who is in the process of relocating their facility. Providers will not be reimbursed by 4Cs for any newly added children at provider's new facility location until location has officially been approved for licensure by Community Care Licensing & copy of the new facility license is submitted to 4Cs. Continuity of Care does not apply to providers that are in the process of becoming licensed & do not have current child care certificate/contracts with 4Cs. Providers that are in the process of becoming licensed are considered an exempt provider until license is approved by Community Care Licensing and a copy of the new facility license is submitted to 4Cs.