

CHILD CARE SERVICES VOUCHER FAQ SHEET

 FROM THE OFFICE OF WELL BEING (OWB)
DC CHILD & FAMILY SERVICES AGENCY

WHAT IS A VOUCHER?

The District of Columbia operates a federally funded child care assistance program, via the Office of the State Superintendent of Education (OSSE), which helps eligible families pay for child care. If a child comes into foster care, he/she is eligible to receive a voucher, which pays the full cost of day care. Please note that a voucher can only be used at licensed child care centers or family child care homes in the District that participate in the OSSE voucher program.

WHO IS ELIGIBLE FOR CFSA ASSISTANCE IN SECURING A VOUCHER?

- CFSA and private agency resource parents.
- Birth parents with children in protective supervision (i.e., have an open court case).
- Any teen parent in care who has a child.

IF THE FAMILY LIVES OUTSIDE OF DC, BUT WANTS TO HAVE A CHILD ENROLLED IN A DC CENTER, CAN A VOUCHER BE SECURED?

Yes. As long as the Resource Parent is able to transport the child to and from the center, they can use a voucher for payment.

VOUCHER BASICS:

- The voucher is valid for 1 year and must be recertified annually. In order to be recertified, the Social Worker must submit a service request in STAAND.
- A resource parent can transfer the voucher from one center/home to another by submitting a request to the assigned Social Worker. The Social Worker will submit the Facility Change Request Form to OWB.
- If the child is placed with a new resource parent and remains in the same child care facility, the Social Worker will submit the Guardianship Change Form to OWB.
- If the child is placed with a new resource parent and requires a new child care placement, the Social Worker will submit two forms – the Guardianship Change Form and Facility Change Request Form to OWB.

QUESTIONS? Contact OWB Childcare Program Specialist, Cornelia Gregory at 202-442-6144 or email at cornelia.gregory@dc.gov

DOCUMENTS NEEDED TO APPLY FOR AN ADMISSION FORM (VOUCHER)

CFSA's child care referral form.

HOW DO I APPLY FOR A VOUCHER?

The Social Worker must complete an OSSE service request in STAAND and upload the completed referral.

WHERE CAN I FIND A LIST OF CHILD CARE PROVIDERS IN DC THAT ACCEPT THE VOUCHER?

Mychildcare.dc.gov is the website that is maintained by OSSE that will list all centers/family child care homes that accept vouchers.

