

# COVID-19 Emergency Child Care Alternative Payment Program

Helping the At-Risk Population,  
Essential Workers, and children with  
Disabilities or Special Health Care  
Needs

## Here is how it works:

- 1. APPLY** - eligibility is based on your self-certification of need:
  - At-Risk Population
  - Essential Worker
  - Child with Disabilities or Special Health Care Needs.
- 2. DOCUMENTATION** - complete the SELF-CERTIFICATION OF ELIGIBILITY FOR COVID-19 EMERGENCY CHILD CARE form and the COVID-19 EMERGENCY CHILD CARE application. Note: Child care subsidy cannot be authorized if you or the child's second parent can work remotely.
- 3. CHOOSE A CHILD CARE PROVIDER** - select an eligible provider that best meets your needs. Infant/Child Enrichment Services can provide you with a list of licensed child care options, or you may choose a friend or relative. If you choose someone who is not a licensed child care provider your services will be delayed due to the necessary components involved to enroll your child care provider to receive reimbursement.
- 4. ENROLLMENT** - Infant/Child Enrichment Services authorizes your child care to begin once your eligibility is certified by a child care subsidy case manager. Your eligibility for Emergency Child Care will end on 6/30/2020.
- 5. SUBSIDIZED CHILD CARE BEGINS** - your child attends care while you and your provider record attendance on an Infant/Child Enrichment Services' Attendance Record form.
- 6. SUBMIT ATTENDANCE RECORD** - child care Attendance Records are submitted to Infant/Child Enrichment Services monthly for provider reimbursement.
- 7. REIMBURSEMENT** - Infant/Child Enrichment Services reimburses your provider monthly on your behalf. Your child care costs may be more than the amount that can be reimbursed. You are responsible for paying your provider the difference.

**Infant/Child Enrichment Services, Inc.**

In Mariposa County (209) 966-4474

In Tuolumne County (209) 533-0377