

Chapter 9: Special Needs Benefits

(iii) Child Care

(b) Private Child Care

Intent:	To clarify when financial support can be provided to Income Support recipients who must purchase child care privately.
Act: (if applicable)	N/A
Regulations:	<p>19. (1) Other monthly income support for which an applicant or recipient may be eligible is:</p> <p>(e) where licensed child care is unavailable or does not meet the needs of the particular child as determined by an officer, up to \$400 for the first child and up to \$200 for each additional child for private unlicensed child care;</p>
Overview: (if applicable)	N/A
Policy:	<ul style="list-style-type: none"> • Private child care will only be considered when one or more of the following conditions have been met: <ul style="list-style-type: none"> ○ where the child is on the waiting list for licensed day care; ○ where there is no licensed day care in the area; ○ where child care is required on weekends or evenings; or ○ where licensed day care is deemed to be unsuitable for the child because of medical, emotional, behavioural or psychological reasons. • The monthly amount that can be provided for private child care is based on the average hours required to meet the child care needs including travel time, if required, to and from the recipient's place of training or employment. • The monthly amount specified in the regulations for private child care is for full time child care.

- In situations where only part-time child care is required, the amount that can be provided for private child will correspond to the following rates:

Child Care Hours Required	First Child	Each Additional Child
≤40 hrs./month	\$100.00	\$50.00
> 40 hrs. to ≤ 80 hrs./month	\$200.00	\$100.00
> 80 hrs. to ≤110 hrs./month	\$300.00	\$150.00
> 110 hrs. to ≤160 hrs./month	\$400.00	\$200.00

- Assistance with private child care for an older child(ren), i.e. age 13 and older, may be considered when documentation from an approved professional (school counsellor, social worker, physician) stating the child requires adult supervision is received.

Procedures

Client Services Officer must:

- determine if licensed child care is not available or does not meet the needs of the recipient.
- obtain a receipt from the care giver stating the number of hours provided for child care to be submitted with the "mail back." This is sufficient to verify the number of hours required for child care.
- ensure the hours required for child care are consistent with the number of hours the recipient is employed plus travel time to and from the place of training/employment, if required.
- not provide more assistance for private child care than the "earned income" declared, unless the recipient requires more assistance for child care prior to receiving a full payment from the employer.
- provide assistance in advance, if required, based on anticipated requirements in the first month for recipients with fluctuating

income, and fluctuating private child care needs.

- Subsequent requirements for child care are to be calculated based on the actual requirement.
- ensure that recipients with stable income and private child care needs are transferred to recurring pay.
- obtain verification from an approved professional that child care is required before providing private child care benefits for an older child.
- refer to Private Child Care Transportation if additional assistance to offset this cost is required.

Note: Private child care expenditure is to be considered an "earnings exemption" only when determining a date of eligibility for the Income Support Program. Otherwise, this is a benefit found under Special Needs - Employment/Training Related benefits.

Procedure:	N/A
Authority Level:	Client Services Officer
Date revised:	July 18, 2013