Hennepin County Diversionary Work Program
EMPLOYMENT SERVICE PROGRAM
Child Care Questions and Answers

What do I need to do to get help with child care while I am on DWP?

- You must meet all eligibility requirements to get child care assistance.
- You will only get child care assistance when you are doing activities that are in your Employment Plan.
- When you are approved for child care, both you and your child care provider will get a service authorization notice. The notice tells you that Hennepin County will pay child care only for the child, provider, time frame, and amount of care that have already been approved.
- If you use child care for which you are not eligible, you will have to pay the county back.

How do I find a child care provider?

- Your Job Counselor may give you resources to choose a child care provider, or you can call Child Care Resource at 651-641-0332.
- You may use a licensed or unlicensed child care provider. However, Hennepin County will only pay child care providers that are registered with the Child Care Assistance Program.
- If the provider you choose is not registered (for example a friend or relative), your Job Counselor can give you information on how to register. Your provider must fill out registration paperwork they will get in the mail and all members **13 years and older** in the child care provider's household must pass a criminal background check.

What are my fees?

- Hennepin County can only pay up to a certain amount for child care. If your provider charges more than that rate, YOU must pay the difference. This could include late fees, optional fees, and any cost over the child care maximum rates.
- Parent fees are based on family income and size. Fees may change if your income or family size changes.
- You must pay your fees directly to your child care provider each month. If you do not pay your fees, child care assistance will stop.

Can I change child care providers?

Yes, but you must give your current provider 15-calendar days notice that you will no longer be using their service. It is best to give your provider written notice. Keep a copy and give a copy to your Job Counselor.

What should I do when there are changes?

- Your child care will be approved for work, social services, school and/or job search. If you change what you are doing, your eligibility will need to be re-determined.
- You must advise your Job Counselor within 10 days of any changes that may affect your child care. If you do not, you may have an overpayment and/or termination of your child care assistance. **Changes include**:

  ∗ Income ∗ Changed jobs ∗ Quit working ∗ Family/household size ∗ Address
  ∗ Work schedule ∗ Changed providers ∗ Stopped using child care
  ∗ Marital status ∗ Started or stopped school ∗ Change in Public Assistance status
  ∗ Child will be absent from child care for more than 10 days from child care for any reason

Can I take care of someone else's children and be paid by the County?

Yes, but you will not be able to RECEIVE child care assistance.

How can I become a licensed family child care provider?

You can call **612-348-2882** to attend a meeting that explains how to become a licensed provider, or you can call **612-348-3883** for information on becoming licensed.

*****If you have any questions about child care help, call 612-348-5937*****