

SUBSIDIZED CHILD CARE CODES

REVISED 05/01/14

**CLIENT STATUS**

- 0 New enrollment for child from the waiting list
- 1 New enrollment for child NOT from the waiting list
- 2 Continuing enrollment with pay
- 3 Terminate with pay or one time payment
- 4 Terminate without pay
- 5 Enrollment without pay
- P Pending

Use the code that describes the status of the payment.

**FUND SOURCE**

- 20 Foster Care\*
- 25 SCC
- 55 County Funds
- 71 Work First (MOE)
- 72 TANF Federal
- 73 TANF (Child only -200% Poverty)
- 85 Emergency

\*Use this code when paying for child care to support employment for *any* foster care child receiving subsidy funds.

**RATE GROUPS**

Rates and Rate Groups are indicated on the Approval Notice with the exception of 33, 34, 35 and 36, See note below. A Rate Group is composed of a letter of the alphabet and two numbers.

**Determine first character as follows:**

- |   |           |   |  |
|---|-----------|---|--|
| R | 1st shift | S | 1st shift - Special Needs Supplement Payment |
| T | 2nd shift | U | 2nd shift - Special Needs Supplement Payment |
| V | 3rd shift | W | 3rd shift - Special Needs Supplement Payment |

**Determine the next two characters as follows:**

- 10 Below 1 year-olds
- 11 1 year-olds
- 12 2 year-olds
- 13 3 year-olds
- 33 3 year-olds – *use when making payment for holidays, teacher workdays, and inclement weather for child who attends Head Start or other Preschool Programs*
- 14 4 year-olds
- 34 4 year-olds – *use when making payment for holidays, teacher workdays, and inclement weather for child who attends Head Start or other Preschool Programs*
- 15\* 5 year-olds & over (not yet enrolled in Kindergarten or school)
- 35 5 year-olds & over – *use when making payment for holidays, teacher workdays, inclement weather for child who attends Head Start or other Preschool Programs*
- 03 School Age (*full time summer/intercession/tracking out*)
- 36 School Age – *use when making payment for holidays, teacher workdays, and inclement weather*)
- 06 Before and/or after school care
- 04 Transportation for children 3 years of age and over
- 05 Transportation [REDACTED]

\*Use rate group R15 for school age children in nonlicensed homes or for out of state providers.

**NOTE:** Rate groups 33, 34, 35 and 36 are used when paying the difference of the full-time and part-time rate for holidays, teacher workdays and inclement weather. (Example, when paying the difference between R03 and R06, use rate group R36 for payment).

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**SCC REIMBURSEMENT CODES**

**Category Codes**

SCC		SCC – Work First	
009	With regard to income	005	Work First Family Assistance without countable income
019	Without regard to income	006	Work First Family Assistance with countable income
020	Foster Care Services Recipient	055	Teen Parent – Work First Family Assistance
054	Teen Parent		
070	Military (income exceeds guidelines)		
071	Military (income within guidelines)		

**Reason for Child Care/Need Codes**

**Children without Special Needs (Typically Development)**

Child Care:	Seek Employment	Employed	Employed (primary)	CPS (Employed)	Post Secondary	Post-Sec Ed/Trng (primary) +	Dev. Needs	CWS	CWS	HS	
			+ Post-Sec Ed/Trng		Ed/Training	Employed			(Employed)	Ed/GED	
Full-time	801	811	8A1	821	8C1	831	8B1	841	851	8D1	871
3-qtr. time	802	812	8A2	822	8C2	832	8B2	842	852	8D2	872
Half-time	803	813	8A3	823	8C3	833	8B3	843	853	8D3	873

**Children with Special Needs \***

Child Care:	Seek	Employ	Employed (primary)	CPS (Employed)	Post Secondary	Post-Sec Ed/Trng (primary) +	Dev. Needs	CWS	CWS	HS	
			+ Post-Sec Ed/Trng		Ed/Training	Employed			(Employed)	Ed/GED	
Full-time	401	411	4A1	421	4C1	431	4B1	441	451	4D1	471
3-qtr. time	402	412	4A2	422	4C2	432	4B2	442	452	4D2	472
Half-time	403	413	4A3	423	4C3	433	4B3	443	453	4D3	473

\*The 400 Series Need Codes are used for children with special needs regardless of the child care arrangement (i.e., certified developmental day centers, other licensed facilities and non-licensed homes).