

Special Needs Child Care Rate Request

Working Connections Child Care or Subsidy thru Children’s Administration

DEFINITION: For children 13- 19 under court supervision; or 19 and younger and have a verified physical, mental, emotional, or behavioral condition that requires a higher level of care in a licensed or certified facility

<p>2 LEVELS OF CARE for Subsidy Rates both level 1 and 2 are in addition to the region’s daily rate for childcare</p>	<p>DOCUMENTATION outlining the child’s special needs for a higher level of care verified by those Professionals below:</p>	<p>WHAT IS REQUIRED OF PROVIDER?</p>
<p>LEVEL 1</p> <p>In addition to the WCCC Region’s (providers payment) daily rate, a <i>standard special needs daily rate</i> is added.</p> <p>EXAMPLE: If full day rate is \$22.51 per day, the <i>standard additional special needs rate</i> is added at \$5.80 per full day for a preschool age child 30-60 months (Region 1 Spokane County 2007 rate).</p> <p>NOTE: Daily rates are either full day rate/5-10 hrs or half day rates/less than 5 hrs.</p>	<p>LEVEL 1 and 2 are the same below:</p> <p>Individual who is not employed by the child care facility and is either a health, mental health, education or social service professional with at least a master’s degree or Registered Nurse.</p> <p>NOTE: If individual above is “contracted” by the center or family home they are not considered an employee of the center, etc.</p>	<p>LEVEL 1</p> <p>Provider is NOT required to submit documentation of the additional costs associated with care if they accept level 1’s <i>standard special needs rate</i>.</p> <p>(Need guardian’s/consumers or providers request and <i>Professional’s documentation of child’s need</i> for a higher level or care).</p>
<p>LEVEL 2</p> <p>When level 1’s additional <i>standard special needs rate</i> is not adequate to cover the cost of care, a higher rate can be requested based on the provider’s documented increase in cost of care for wages and benefits.</p> <p>Examples of Level 2: Wages and benefits for a one-on-one staff person, another teacher or if cost of care is higher due to having to reduce the number of available slots (decreased regular enrollment).</p>	<p>Documentation from the above professional may come in a variety of forms, but must clearly state what the child’s special needs are and the additional care needs while in child care. Documentation can include, but is not limited to items such as an Individual Education Plans (IEP), basic health records from a pediatrician, comprehensive assessments from public health nurses, or medical/psychological reports from specialists. <i>It does not have to be a statement from the child’s doctor.</i></p>	<p>LEVEL 2</p> <p>Provider is required to submit reasonable documentation of additional cost associated with the care of the child if the rate is above level 1’s standard special needs rate for wages and benefits. AND guardian’s/consumers or providers request and <i>Professional documentation</i> or verification of child’s need.</p> <p><i>Documentation from the provider who is requesting a rate above the standard special need rate in level 1, must be updated at least annually.</i></p>

Special Needs Child Care

(state pay subsidy)



Call your local numbers for:

Working Connections Child Care

Spokane North 227-2200

Spokane Valley 227-2700

Spokane SW 227-2400

If case is thru Children's

Administration (CPS or Foster Care) contact assigned Social Worker, or call 353-3550 for Spokane

1-Identify Child With Special Needs

2-Make Request for Special Needs Subsidy

3-Provide Necessary Documentation/Verifications

SPECIAL NEEDS Q & A

How do I begin the process for receiving the special needs subsidy rate?

Guardian/consumer or provider can initiate the special needs request by **first calling**** the authorizing worker, childcare providers can refer to the child's notification letter for childcare approval and case worker or on the parent's remittance letter. Worker then mails out the forms for the parent/guardian's subsidy case. The Consumer's/Guardian's request form is (DSHS 10-287*) and the Provider's request form is (DSHS 10-288*) or copies are available at <http://www1.dshs.wa.gov> then go to **Forms**.

What happens if only the provider makes the special needs request?

The authorizing worker is responsible to contact the parent/guardian and make sure they agree with the request.

Can special needs subsidy pay for equipment, school tutor, etc?

No, special needs subsidy is to help with the cost of care for a child. DSHS does **NOT** pay for additional cost of care due to special training or equipment. Call local Resource and Referral Parent Line, [Spokane's is 484-0048](http://www1.dshs.wa.gov), for information or additional resources.

What date does the special needs payment start if all the information is provided and approved by the authorizing worker?

****For an active subsidy case it can start the date of the call for the special needs rate request. Regardless of who made the request, the guardian/consumer or provider, a call first to the authorizing worker will prorate payment to that first call before the paperwork is submitted.**

(*Forms DSHS 10-287 & 10-288 are not mandatory forms, but can help standardize the process)