

Prepared by DCF
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When to immediately notify DCF

- Change in address, income or household size
- Change in hours needed for child care
- Change in Child Care Provider

If DCF gives you too many benefits because you did not report changes, you must repay DCF

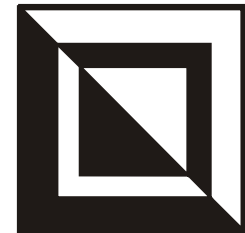
Methods of Paying your provider using the Vision Card

- Toll-free telephone number (ARU)
- POS device for swiping your Vision card

Your provider will determine which method will be used for payment.

EBT Child Care

Information for Parents



ES-1658

The Child Care Subsidy Program helps pay child care costs. Parents must apply for benefits and have eligibility decided. For more information visit www.dcf.ks.gov or your local DCF Service Center.

DCF puts child care benefits on the Vision card. This allows parents to manage these benefits by paying their provider directly through electronic benefits transfer (EBT).

- ◆ This is your benefit to manage.



- ◆ Do not share your PIN number with anyone, *including your provider.*

- ◆ Do not give your card to anyone else to use. If you need someone else to make transactions, you can request an additional card. But remember, that person then has access to your funds. This person cannot be your provider.

- ◆ You are responsible for making all transactions to pay for child care and for working with your provider on payment issues.

- ◆ You have 90 days to use your child care benefits. If you do not use the benefits within the 90 days from the day it is put on your card, it will be taken off your card.

- ◆ ARU telephone forms are available to write down transactions made and then a copy can be given to your provider. This serves as a receipt and helps track whether they received the money in their bank account. These forms are available through your Child Care Resource and Referral Agency or your local DCF Service Center.

- ◆ If using the Automated Response Unit (ARU telephone) option to pay, you must give your provider the confirmation number given to you during the call.

- ◆ Find out what your provider's policies are and get a copy of their contract/handbook. Examples of policies are: three hour minimum, two week notice to terminate care, where ARU transactions take place, or when your provider expects payment,(weekly, every two weeks, or in advance).



- ◆ Monthly DCF child care benefits may not cover the full cost of your child care.

- ◆ Providers do not have to limit their rates to what DCF allows. Any charges in addition to the rate DCF pays will be your responsibility. You will have to decide if you can afford to pay the difference.

- ◆ If you need to make changes in your DCF child care plans, these changes will take effect the **next month**. The current month will not be changed.

Example: If you change providers in the middle of the month and your new provider charges more (rate increase such as going from registered home to a child care center), you will need to decide if you can afford the difference as additional benefits will not be issued for the month. If you need hours for school holidays, etc., you will need to request them a month in advance.



- ◆ Every month you will receive a Family Plan. This Plan reminds you how many hours are planned for each child and the benefit you will receive.

eFunds Client Resource - 1-800-997-6666

Call this number to get balance information, make child care payments over the phone, request assistance with the ARU, get transaction information, PIN information, etc.

- ◆ Know your provider's business practices. Ask for something in writing. Communicate regularly.