

CHAPTER 15

CHILD CARE SERVICES

Authority

N.J.S.A. 44:10-58.

Source and Effective Date

R.1999 d.377, effective November 1, 1999.
See: 31 N.J.R. 1850(a), 31 N.J.R. 3291(a).

Executive Order No. 66(1978) Expiration Date

Chapter 15, Child Care Services, expires on November 1, 2004.

Chapter Historical Note

Chapter 15, Emergency Housing Program, was filed and became effective prior to September 1, 1969.

Chapter 15, Emergency Housing Program, was repealed by R.1983 d.523, effective November 21, 1983. See: 15 N.J.R. 1430(a), 15 N.J.R. 1944(a).

Chapter 15, Child Care Services, was adopted as new rules by R.1991 d.600, effective December 16, 1991, operative January 1, 1992. See: 23 N.J.R. 2960(a), 23 N.J.R. 3771(a).

Pursuant to Executive Order No. 66(1978), Chapter 15, Child Care Services, was readopted as R.1994 d.628, effective November 23, 1994. See: 26 N.J.R. 3327(a), 26 N.J.R. 5012(b).

Chapter 15, Child Care Services, was repealed and Chapter 15, Child Care Services, was adopted as new rules by R.1999 d.377, effective November 1, 1999. See: Source and Effective Date.

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SUBCHAPTER 1. GENERAL PROVISIONS

10:15-1.1 Purpose and scope

(a) The purpose of this chapter is to set forth the policies for a unified child care delivery system inclusive of all child care programs for which identified funding is received by the Department of Human Services (DHS) and administered through the Division of Family Development (DFD).

(b) The DHS, in fulfillment of its responsibility to develop and implement a Statewide comprehensive child care system and to comply with the most recent Federal welfare reform program under the Personal Responsibility and Work Reconciliation Act of 1996 (PRWORA), Public Law 104-193, has developed and implemented a unified child care delivery system. A unified child care agency (UCCA) is located in each county to ensure that all identified child care services are administered in a uniform method and provided to the public in an efficient and effective manner.

(c) Effective October 1, 1996, PRWORA was enacted. In addition to other provisions, PRWORA repealed existing Title IV-A child care programs and the program authorized by the Omnibus Budget Reconciliation Act of 1990, Public Law 101-508 and consolidated the funds under these programs to form the Child Care Development Fund (CCDF) using Temporary Assistance for Needy Families (TANF), CCDF and State aid to fund the comprehensive system.

(d) The fund consists of discretionary funds authorized under section 658B of the amended Act, and Mandatory and Matching Funds appropriated under section 418 of the Social Security Act. (See P.L. 101-508, as codified at 42 U.S.C. § 9858 et seq.) These funds are also to be used to serve families who:

1. Are receiving assistance under a State program under part A of Title IV of the Social Security Act;
2. Are attempting through work activities to transition off such assistance programs; and
3. Are at risk of becoming dependent on such assistance programs.

(e) The CCDF was developed to ensure the delivery of Statewide child care services to:

1. Eligible families receiving cash assistance benefits through the TANF program and participating in Work First New Jersey (WFNJ);
2. Families at risk of TANF dependency;
3. Employed families who have transitioned off of TANF and are eligible for Transitional Child Care benefits (TCC);
4. Low and moderate income families who are employed or participating in an education/training program; and

5. Children in out of home placement under supervision of the Division of Youth and Family Services (DYFS).

(f) The CCDF also authorizes funds to be used for activities that:

1. Increase parental choice. When a parent elects to enroll the child with a provider that has a grant or contract for the provision of child care services, the child will be enrolled with the provider selected by the parent, to the maximum extent practicable;
2. Provide comprehensive consumer education to parents and the public. The UCCA shall certify that it will disseminate to parents and the general public consumer education information that will promote informed child care choices including, at a minimum, information about the full range of providers and health and safety requirements; and
3. Improve the quality and availability of child care, such as resource and referral services.

(g) The DHS shall operate these child care services programs through the coordination of efforts with the DFD and the DYFS which delineates subsidized child care services available through the DHS.

1. The policies and procedures set forth in this chapter shall be binding on those agencies contracting with the DHS to provide services through these child care service programs and are enforceable through the DYFS and the DFD, the divisions of the DHS jointly responsible for overseeing the child care service programs.

2. The child care programs shall be administered within the framework of Federal and State laws, rules and regulations. Requirements, other than those established pursuant to Federal and State law and this chapter, shall not be imposed as a condition of receiving child care services.

(h) The DHS shall streamline its subsidized child care service system by uniting its many categorical child care programs and functions into a seamless unified child care service delivery system. A primary objective of the DHS is to offer families comprehensive child care services that shall enable families to secure or maintain employment and thus become self-sufficient. The CCDF, in combination with State aid, provides services to low income employed persons and those low income employed persons engaged in a training or educational program. The New Jersey Cares for Kids program also provides child care services for protective services children and those in out of home placements who are identified by the DYFS. Additionally, the child care support services offered to families enrolled in WFNJ and TCC are provided to assist families participating in employment-directed activities and/or to secure and maintain employment. All families shall satisfy the eligibility criteria for the applicable program through which services are provided.

2. Table II includes maximum reimbursement rates allowable through the WFNJ and TCC support services programs for registered family day care provider homes.

3. Table III includes maximum reimbursement rates allowable through the WFNJ and TCC support services programs for approved homes.

4. Table IV includes maximum reimbursement rates allowable through the WFNJ and TCC support services programs for accredited licensed child care centers, school age programs and summer day camps.

5. Table V includes maximum reimbursement rates allowable through the WFNJ and TCC support services programs for accredited registered family day care homes.

6. Table VI includes maximum rates in the NJCK Child Care Voucher Program for licensed child centers, school-age programs, and summer day camps.

7. Table VII includes maximum rates in the NJCK Child Care Voucher Program for registered homes.

8. Table VIII includes maximum rates in the NJCK Child Care Voucher Program for approved family day care provider homes.

9. Table IX includes maximum rates in the NJCK Child Care Voucher Program for accredited licensed child centers, school-age programs, and summer day camps.

10. Table X includes maximum rates in the NJCK Child Care Voucher Program for accredited registered family day care providers.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE WFNJ/TCC CHILD CARE SUPPORT SERVICES PROGRAMS

Table I

These rates shall be utilized for:
LICENSED CHILD CARE CENTERS, SCHOOL-AGE PROGRAMS,
SUMMER DAY CAMPS

Hours of Care Provided

Child's Service Category	Full-Time 6 hrs. or more per day	Three-Quarter Time 4 or 5 hrs. per day	One-Half Time 2 or 3 hrs. per day	One-Quarter Time 1 hour per day
Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	131.90	98.95	65.95	33.00
Daily	26.38	19.79	13.19	6.60
Pre-Schoolers (2.5 up to 5 yrs.)				
Weekly	108.80	81.60	54.40	27.20
Daily	21.76	16.32	10.88	5.44
Kindergartner & School-Agers (5-13 yrs.)				
Weekly	108.80	81.60	54.40	27.20
Daily	21.76	16.32	10.88	5.44
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	131.90	98.95	65.95	33.00
Daily	26.38	19.79	13.19	6.60
Special Needs Child(ren) (2.5 up to 19 yrs.)				
Weekly	108.80	81.60	54.40	27.20
Daily	21.76	16.32	10.88	5.44

Care given for any portion of an hour shall be rounded to the next full hour. For example, one hour and 15 minutes is rounded to two hours. The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. When appropriate, the required co-payment shall be deducted from the appropriate rate before a payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as any required co-payment fees.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE WFNJ/TCC CHILD CARE SUPPORT SERVICES PROGRAMS

Table II

These rates shall be utilized for:
REGISTERED FAMILY DAY CARE HOMES

Child's Service Category	Hours of Care Provided			
	Full-Time 6 hrs. or <u>more per day</u>	Three-Quarter Time 4 or 5 hrs. <u>per day</u>	One-Half Time 2 or 3 hrs. <u>per day</u>	One-Quarter Time 1 hour <u>per day</u>
Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	104.25	78.20	52.15	26.05
Daily	20.85	15.64	10.43	5.21
Pre-Schoolers (2.5 up to 5 yrs.)				
Weekly	81.65	61.25	40.85	20.40
Daily	16.33	12.25	8.17	5.21
Kindergartner & School-Agers (5-13 yrs.)				
Weekly	81.65	61.25	40.85	20.40
Daily	16.33	12.25	8.17	5.21
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	126.85	95.15	63.45	31.70
Daily	25.37	19.03	12.69	6.34
Special Needs Child(ren) (2.5 up to 19 yrs.)				
Weekly	104.25	78.20	52.15	26.05
Daily	20.85	15.64	10.43	5.21

Care given for any portion of an hour shall be rounded to the next full hour. For example, one hour and 15 minutes is rounded to two hours. The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. When appropriate, the required co-payment shall be deducted from the appropriate rate before a payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as any required co-payment fees.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE WFNJ/TCC CHILD CARE SUPPORT SERVICES PROGRAMS

Table III

These rates shall be utilized for:
APPROVED HOME CARE

Child's Service Category	Hours of Care Provided			
	Full-Time 6 hrs. or <u>more per day</u>	Three-Quarter Time 4 or 5 hrs. <u>per day</u>	One-Half Time 2 or 3 hrs. <u>per day</u>	One-Quarter Time 1 hour <u>per day</u>
Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	62.50	46.90	31.25	15.65

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Daily	12.50	9.38	6.25	3.13
Pre-Schoolers (2.5 up to 5 yrs.)				
Weekly	49.00	36.75	24.50	12.25
Daily	9.80	7.35	4.90	2.45
Kindergartner & School-Agers (5-13 yrs.)				
Weekly	49.00	36.75	24.50	12.25
Daily	9.80	7.35	4.90	2.45
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	76.10	57.10	38.05	19.05
Daily	15.22	11.42	7.61	3.81
Special Needs Child(ren) (2.5 up to 19 yrs.)				
Weekly	62.50	46.90	31.25	15.65
Daily	12.50	9.38	6.25	3.13

Care given for any portion of an hour shall be rounded to the next full hour. For example, one hour and 15 minutes is rounded to two hours. The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. When appropriate, the required co-payment shall be deducted from the appropriate rate before a payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as any required co-payment fees.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE WFNJ/TCC CHILD CARE SUPPORT SERVICES PROGRAMS

Table IV

These rates shall be utilized for:

ACCREDITED

LICENSED CHILD CARE CENTERS, SCHOOL-AGE PROGRAMS, SUMMER CAMPS

Hours of Care Provided

Child's Service Category	Full-Time 6 hrs. or more per day	Three-Quarter Time 4 or 5 hrs. per day	One-Half Time 2 or 3 hrs. per day	One-Quarter Time 1 hour per day
Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	138.50	103.90	69.25	34.60
Daily	27.70	20.78	13.85	6.92
Pre-Schoolers (2.5 up to 5 yrs.)				
Weekly	114.25	85.70	57.13	28.55
Daily	22.85	17.14	11.43	5.71
Kindergartner & School-Agers (5-13 yrs.)				
Weekly	114.25	85.70	57.13	28.55
Daily	22.85	17.14	11.43	5.71
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	138.50	103.90	69.25	34.60

Daily	27.70	20.78	13.85	6.92
Special Needs Child(ren) (2.5 up to 19 yrs.)				
Weekly	114.25	85.70	57.13	28.55
Daily	22.85	17.14	11.43	5.71

Care given for any portion of an hour shall be rounded to the next full hour. For example, one hour and 15 minutes is rounded to two hours. The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. When appropriate, the required co-payment shall be deducted from the appropriate rate before a payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as any required co-payment fees.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE
SERVICES IN THE WFNJ/TCC CHILD CARE SUPPORT SERVICES PROGRAMS

Table V

These rates shall be utilized for:
ACCREDITED
REGISTERED FAMILY DAY CARE HOMES

Hours of Care Provided

Child's Service Category	Full-Time 6 hrs. or more per day	Three-Quarter Time 4 or 5 hrs. per day	One-Half Time 2 or 3 hrs. per day	One-Quarter Time 1 hour per day
Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	109.40	82.05	54.70	27.35
Daily	21.88	16.41	10.94	5.47
Pre-Schoolers (2.5 up to 5 yrs.)				
Weekly	85.75	64.30	42.88	21.45
Daily	17.15	12.86	8.58	4.29
Kindergartner & School-Agers (5-13 yrs.)				
Weekly	85.75	64.30	42.88	21.45
Daily	17.15	12.86	8.58	4.29
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)				
Weekly	133.20	99.90	66.60	33.30
Daily	26.64	19.98	13.32	6.66
Special Needs Child(ren) (2.5 up to 19 yrs.)				
Weekly	109.40	82.05	54.70	27.35
Daily	21.88	16.41	10.94	5.47

Care given for any portion of an hour shall be rounded to the next full hour. For example, one hour and 15 minutes is rounded to two hours. The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. When appropriate, the required co-payment shall be deducted from the appropriate rate before a payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as any required co-payment fees.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE NJCK CHILD CARE VOUCHER PROGRAM

Table VI

These rates shall be utilized for:
LICENSED CHILD CARE CENTERS, SCHOOL-AGE PROGRAMS, SUMMER DAY CAMPS

Hours of Care Provided

Child's Service Category	Hours of Care Provided	
	Full-time 6 hrs. or more/day	Part-time Less than 6 hrs./day
Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$571.13	\$285.56
Weekly	\$131.90	\$ 65.95
Daily Equivalent	\$ 26.38	\$ 13.19
Pre-Schoolers (2.5 up to 5 yrs.)		
Monthly	\$471.10	\$235.55
Weekly	\$108.80	\$ 54.40
Daily Equivalent	\$ 21.76	\$ 10.88
Kindergartner & School-Agers (5-13 yrs.)		
Monthly	\$471.10	\$235.55
Weekly	\$108.80	\$ 54.40
Daily Equivalent	\$ 21.76	\$ 10.88
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$571.13	\$285.56
Weekly	\$131.90	\$ 65.95
Daily Equivalent	\$ 26.38	\$ 13.19
Special Needs Child(ren) (2.5 up to 19 yrs.)		
Monthly	\$471.10	\$235.55
Weekly	\$108.80	\$ 54.40
Daily Equivalent	\$ 21.76	\$ 10.88

The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. The required co-payment shall be deducted from the appropriate rate before a voucher payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as for the required co-payment.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE NJCK CHILD CARE VOUCHER PROGRAM

Table VII

These rates shall be utilized for:
REGISTERED FAMILY DAY CARE HOMES

Hours of Care Provided

Full-Time Part-time

Child's Service Category	6 hrs. or more/day	Less than 6 hrs./day
Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$451.40	\$225.70
Weekly	\$104.25	\$52.13
Daily Equivalent	\$20.85	\$10.43
Pre-Schoolers (2.5 up to 5 yrs.)		
Monthly	\$353.54	\$176.77
Weekly	\$81.65	\$40.83
Daily Equivalent	\$16.33	\$8.17
Kindergartner & School-Agers (5-13 yrs.)		
Monthly	\$353.54	\$176.77
Weekly	\$81.65	\$40.83
Daily Equivalent	\$16.33	\$8.17
Special Needs Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$549.26	\$274.63
Weekly	\$126.85	\$63.43
Daily Equivalent	\$25.37	\$12.69
Special Needs Child(ren) (2.5 up to 19 yrs.)		
Monthly	\$451.40	\$225.70
Weekly	\$104.25	\$52.13
Daily Equivalent	\$20.85	\$10.43

The above represents the maximum authorized rates for child care. The UCCA authorizes payment for the actual cost of care up to these amounts. The required co-payment shall be deducted from the appropriate rate before a voucher payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as for the required co-payment.

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE NJCK CHILD CARE VOUCHER PROGRAM

Table VIII

These rates shall be utilized for:
APPROVED HOME DAY CARE

Hours of Care Provided

Child's Service Category	Full-Time 6 hrs. or more/day	Part-time Less than 6 hrs./day
Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$270.63	\$135.31
Weekly	\$62.50	\$31.25
Daily Equivalent	\$12.50	\$6.25
Pre-Schoolers		

(2.5 up to 5 yrs.)		
Monthly	\$212.17	\$106.09
Weekly	\$49.00	\$24.50
Daily Equivalent	\$9.80	\$4.90

Monthly	\$494.70	\$247.35
Weekly	\$114.25	\$57.13
Daily Equivalent	\$22.85	\$11.43

Kindergartner & School-Agers
(5-13 yrs.)

Monthly	\$212.17	\$106.09
Weekly	\$49.00	\$24.50
Daily Equivalent	\$9.80	\$4.90

Special Needs
Infants/Toddlers
(0 up to 2.5 yrs.)

Monthly	\$599.71	\$299.85
Weekly	\$138.70	\$69.25
Daily Equivalent	\$27.70	\$13.85

Special Needs
Infants/Toddlers
(0 up to 2.5 yrs.)

Monthly	\$329.51	\$164.76
Weekly	\$76.10	\$38.05
Daily Equivalent	\$15.22	\$7.61

Special Needs
Child(ren)
(2.5 up to 19 yrs.)

Monthly	\$494.70	\$247.35
Weekly	\$114.25	\$57.13
Daily Equivalent	\$22.85	\$11.43

Special Needs
Child(ren)
(2.5 up to 19 yrs.)

Monthly	\$270.63	\$135.31
Weekly	\$62.50	\$31.25
Daily Equivalent	\$12.50	\$6.25

The above represents the maximum authorized rates for child care. The UCCA may authorize payment for the actual cost of care up to these amounts. The required co-payment shall be deducted from the appropriate rate before a voucher payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as for the required co-payment.

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MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE NJCK CHILD CARE VOUCHER PROGRAM

Table X

These rates shall be utilized for:
REGISTERED FAMILY DAY CARE HOMES
ACCREDITED

Hours of Care Provided

MAXIMUM REIMBURSEMENT RATE TABLES FOR THE PROVISION OF CHILD CARE SERVICES IN THE NJCK CHILD CARE VOUCHER PROGRAM

Table IX

These rates shall be utilized for:
LICENSED CHILD CARE CENTERS, SCHOOL-AGE PROGRAMS, SUMMER DAY CAMPS ACCREDITED

Hours of Care Provided

Child's Service Category	Hours of Care Provided	
	Full-Time 6 hrs. or more/day	Part-time Less than 6 hrs./day
Child's Service Category		
Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$599.71	\$299.85
Weekly	\$138.50	\$69.25
Daily Equivalent	\$27.70	\$13.85
Pre-Schoolers (2.5 up to 5 yrs.)		
Monthly	\$494.70	\$247.35
Weekly	\$114.25	\$57.13
Daily Equivalent	\$22.85	\$11.43

Child's Service Category	Hours of Care Provided	
	Full-Time 6 hrs. or more/day	Part-time Less than 6 hrs./day
Child's Service Category		
Infants/Toddlers (0 up to 2.5 yrs.)		
Monthly	\$473.70	\$236.85
Weekly	\$109.40	\$54.70
Daily Equivalent	\$21.88	\$10.94
Pre-Schoolers (2.5 up to 5 yrs.)		
Monthly	\$371.30	\$185.65
Weekly	\$85.75	\$42.88
Daily Equivalent	\$17.15	\$8.58
Kindergartner & School-Agers (5-13 yrs.)		
Monthly	\$494.70	\$185.65
Weekly	\$114.25	\$42.88
Daily Equivalent	\$22.85	\$8.58

Kindergartner & School-Agers
(5-13 yrs.)

Special Needs
Infants/Toddlers

(0 up to 2.5 yrs.)		
Monthly	\$576.76	\$299.85
Weekly	\$133.20	\$69.25
Daily Equivalent	\$26.64	\$13.85
Special Needs		
Child(ren)		
(2.5 up to 19 yrs.)		
Monthly	\$473.70	\$236.85
Weekly	\$109.40	\$54.70
Daily Equivalent	\$21.88	\$10.94

The above represents the maximum authorized rates for child care. The UCCA authorizes payment for the actual cost of care up to these amounts. The required co-payment shall be deducted from the appropriate rate before a voucher payment is issued. Parent/applicant may select child care with a cost higher than these maximum rates; however, in such instances the parent/applicant is totally responsible for all expenses in excess of these authorized maximum rates as well as for the required co-payment.

(d) The duration of payment for child care services shall be as follows:

1. Notwithstanding the date when the family requests child care through NJCK, eligibility for child care shall continue for a period of not less than 12 months before reevaluation of eligibility for continued receipt of child care service program benefits, or upon notification of change in eligibility or as determined necessary by the UCCA. Employment or participation in work/training/education activities throughout this 12-month period shall be presumed unless the participant reports otherwise. Continued receipt of benefits shall be subject to the availability of funds.
2. When a WFNJ family requires child care services, eligibility for services shall continue in accordance with conditions at N.J.A.C. 10:15-3.2.
3. When a TCC family requires child care services, eligibility for services shall continue in accordance with conditions at N.J.A.C. 10:15-4.2.

(e) The family enrolled in NJCK is not eligible for child care for any remaining portion of the 12 month period if the parent/applicant:

1. Terminates full-time employment or training or educational programs, or the wages/income exceed eligibility levels;
2. Fails to pay the required co-payment to the provider(s) where applicable; or
3. Otherwise does not meet eligibility criteria.

(f) A bridge payment shall be authorized for up to five weeks during the transition between jobs and/or training/ed-

ucation activities. Authorization for DFD voucher programs shall be approved under the following circumstances:

1. If the parent/applicant is scheduled to begin an approved activity within two weeks as permitted by the specific child care program. However, if the parent/applicant loses eligibility due to failure to start an approved activity within the required two week period and becomes eligible again, he or she must reapply for child care benefits.
2. If the parent/applicant loses a job and/or ends or no longer attends the approved activity and then begins employment and/or another approved activity within five weeks, then the family can qualify for those five weeks of care during the transition between jobs. This is appropriate where child care arrangements would be otherwise lost and the subsequent approved activity is scheduled to begin within that period, as well as for the remaining portion of up to 12 months in the child care eligibility period.

10:15-10.2 Provider requirements

(a) To qualify for child care payments, a child care center or program shall meet one of the following requirements (see also N.J.A.C. 10:90).

1. Centers providing care for six or more children up to the age of 13 years shall be licensed by the DYFS Bureau of Licensing, have a letter of exemption from the DYFS Bureau of Licensing or be exempt from licensure or excluded from the definition of a child care center as specified in N.J.A.C. 10:122-1.2.
2. Summer camps shall be approved by the New Jersey Department of Health and Senior Services pursuant to N.J.S.A. 26:12-1 et seq. and N.J.A.C. 8:25.
3. All providers who serve three or more non-sibling children shall be registered pursuant to the Manual of Requirements for Family Day Care Registration (see N.J.A.C. 10:126 and 10:126A) in order to qualify for payment of child care services through these programs.
 - i. Providers who serve one or two children must either be registered pursuant to N.J.A.C. 10:126 or be approved by the Department of Human Services as specified in (b) below.
 - ii. Payment shall be made to the provider who has secured a Certificate of Registration or a temporary registration certificate, as defined by rules promulgated under the Family Day Care Provider Registration Act (see N.J.A.C. 10:126).
 - iii. Payment to the provider shall reflect services rendered and in no case shall exceed payment for services to five children.

(b) Providers who are not registered under (a) above shall be approved by the DHS in order to qualify for payment through any child care service program. Unregulated relatives, friends or neighbors shall be eligible for approved home status.

1. The minimum requirements for approval of the home are an inspection of the home using the Self-Arranged Care Inspection and Interview Checklist (see N.J.A.C. 10:15-2.4(a)10), and an interview with the provider and family members.

2. An approved home provider who cares for no more than five children, or no more than eight children if three of the children are her own, who has been approved by the Department of Human Services may receive payment for a maximum of:

- i. Two non-sibling children; or
- ii. Up to five non-resident sibling children under 13 years of age.

(c) Providers of in-home care for non CPS children, that is, care of a child in the child's own home, shall be evaluated using the Self-Arranged Care Inspection and Interview Checklist in order to qualify for payment through the child care service programs. Providers of in-home care for CPS children shall be approved by DYFS.

(d) Providers of child care other than those specified in (a) through (c) above are not entitled to payment through the child care service programs.

10:15-10.3 Payment methods

(a) Vendor payments to providers are the primary methods for issuing child care payments for the DFD voucher programs. Under this method, a voucher is issued by the UCCA to the child care provider after the completion of an agreement. The completion of this agreement permits the provider to receive an initial prospective monthly payment in NJCK or receive payment in accordance with WFNJ and TCC payment methods, which are identified in N.J.A.C. 10:15-3.3(b). To receive payments, the provider shall complete the voucher form and return it to the UCCA. Upon review and authorization of the voucher information, the UCCA shall issue a child care payment to the provider for all vouchers which have been received no later than 60 days from the end of the designated service period or 60 days from the date of voucher issuance, whichever is later. Should the provider fail to submit a completed voucher form for receipt by the UCCA within the established period, the identified payment for services claimed on the voucher shall be subject to forfeiture.

(b) In exceptional or emergency situations, payment for WFNJ and TCC child care provided may be made directly to the participant. As with the child care voucher, payment shall be issued upon verification of the child's attendance and care provided.

(c) The TCC payments shall be issued on a bi-weekly retrospective basis.

10:15-10.4 Provider overpayments

(a) The UCCA shall take all reasonable steps necessary to promptly correct any overpayment of child care benefits made to a parent/applicant or child care provider. Recovery shall be attempted in the following circumstances:

1. In all cases of fraud;
2. In all cases involving a family currently receiving services; and
3. In all cases where the overpayment amount would equal or exceed the costs of recovery.

(b) An overpayment to a family or provider currently receiving child care benefits shall be recovered through repayment (in part or in full) by the family or provider responsible for the overpayment or by recovering the overpayment through a reduction in the benefit amount payable to the provider or on behalf of the family.

1. In cases of formerly enrolled families or child care providers no longer rendering services who refuse to repay, recovery shall be made by appropriate action under State law against the income and resources of the overpaid individual or family.

2. Recovery of child care benefits shall be made by the UCCA from future child care benefits.

3. Any recoveries of overpayments of child care benefits shall be made from the TANF grant with coordination from the CWA.

(c) Underpayments and overpayments shall be offset against each other in correcting inaccurate payments.

(d) A UCCA need not attempt recovery of overpayments from providers if obligated to make the full payment under the contract.

(e) The UCCA shall collect and maintain information on the collection of overpayments.