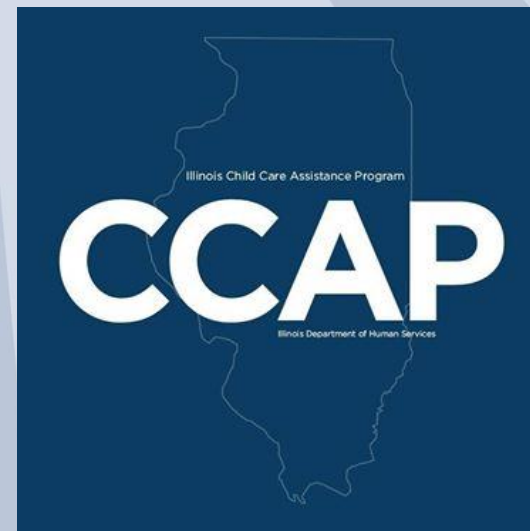


Illinois Department of Human Services

CCAP Billing for May and June License-exempt Homes

Grace B. Hou, Secretary

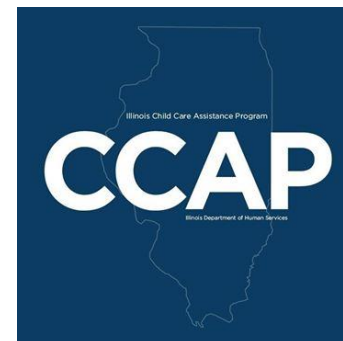
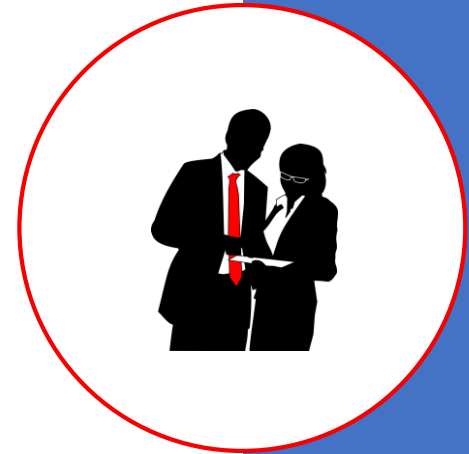
May 26, 2020



State of Illinois

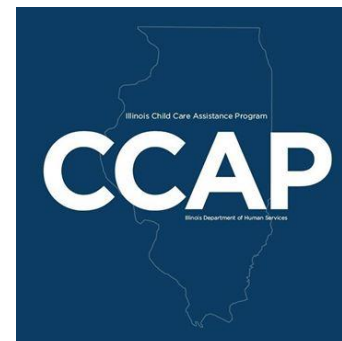
From IDHS

- Linda Saterfield
 - Acting Associate Director
- Kisha Davis
 - Bureau Chief
- Kati Hinshaw
 - Data and Systems Manager
- Mike Garner-Jones
 - Program Support Manager



Housekeeping

- All attendees are in listen only mode.
- Questions can be submitted through the “Questions” box.
- A link to a recording of the webinar will be provided.



Purpose of Webinar

- IDHS is presenting this webinar to:
 - Review some of the financial assistance that has been made available;
 - Provide information on how to deal with receiving Pandemic Unemployment Assistance and CCAP;
 - Instruct providers how to bill the Child Care Assistance Program (CCAP) for May and June services.



Audience

- License-exempt home child care providers
 - who are open and caring for up to 6 children as Emergency Child Care (ECC) providers;
 - who are closed and not caring for approved CCAP children due to the stay at home order.



Questions

- Please submit all questions/comments/concerns to DHS.CCAP.PPP@illinois.gov
- Follow us at <https://www.facebook.com/IllinoisCCAP/>



Please Refer to:

“GUIDANCE FOR CCAP BILLING CERTIFICATES License-Exempt Homes (Issued May 15, 2020)” memo.

“COVID-19 Attendance Exemption Form License-Exempt Homes (Version 2, Issued May 2020)”

- Mailed later this week
- Emailed on 5/22/20
- Posted on these web sites:
 - IDHS
<https://www2.illinois.gov/sites/OECD/Documents/License%20Exempt%20Homes.pdf>
 - CCR&Rs
 - INCCRRA
 - IllinoisCCAP Facebook



License-exempt Homes COVID-19 Assistance

- On March 17, 2020, Governor Pritzker issued the Stay at Home Executive Order.
- IDHS made some temporary changes in the Child Care Assistance Program to help child care providers financially during this time.
- Providers may have noticed that monthly CCAP payments are somewhat higher than usual. This is because we:
 - Reduced parent copayments to \$1.00 for April, May and June
 - Extended eligibility for cases ending in March, April, May and June.
 - Paid for all eligible days of care rather than attended days for March, April, May and June services.



License-exempt Homes COVID-19 Assistance

- These changes were made automatically.
- License-exempt home providers were not required submit any additional forms or information to IDHS in order to receive these benefits.
- DHS will continue to support CCAP child care providers during this pandemic, but we want to make they are aware of federal relief programs that may be a good option.



License-exempt Homes

Pandemic Unemployment Assistance (PUA)

- Pandemic Unemployment Assistance (PUA) became available beginning May 11, 2020.
- PUA provides up to 39 weeks of federally funded unemployment benefits to individuals that have become unemployed as a direct result of COVID-19 that are not typically eligible for unemployment benefits, including
 - Self-employed
 - Sole proprietors
 - Independent contractors



License-exempt Homes

Pandemic Unemployment Assistance (PUA)

- An individual may apply for PUA if they are unemployed or underemployed as a result of COVID-19.
 - It is not designed to cover 100% of previous income but is meant to help sustain providers until they are able to return to work.
 - Providers' PUA benefit amounts are determined based on a number of factors including information provided regarding the provider's lost income.
- Additional information can be found on the IDHS website.



License-exempt Homes

CCAP and PUA

- If providers are closed and not providing care, they may want to apply for PUA rather than claim an attendance exemption for CCAP services.
- Some providers may receive more from PUA than their average CCAP monthly payment.
- If providers are open and providing care to approved CCAP families, IDHS will continue to pay them.
- If providers bill for CCAP services, it will affect the amount of PUA benefits they may receive.



License-exempt Homes May and June Payments

What License-exempt home providers must do to be paid for May and June CCAP services:

- Complete an attendance exemption form and return it with the May and June certificates if:
 - Care is not being provided due to the Stay at Home order or
 - CCAP attendance is below 80% of eligible days.
- Write the number of days care was actually provided for each child on the certificate.
 - Providers will still be paid for all eligible days if you include the exemption form.
- If the provider is not caring for children and receiving PUA benefits, please let us know that by completing the exemption form and returning it to the CCR&R.



May and June Payments

Telephone Billing through IVR

- Providers who normally enter billing using the IVR system may still enter May and June certificates unless it would duplicate payments from the PUA.
- Please mail the completed certificate attached to the exemption form to the CCR&R if CCAP attendance was less than 80% of eligible days, or you are not caring for CCAP children during COVID.
- Staple the attendance exemption form to the Child Care Certificate and mail them to the CCR&R.
 - If certificates are normally sent to more than one CCR&R, please send all certificates to the CCR&R that would normally get the most certificates.
- Please write “ENTERED ON IVR” on the certificate.





COVID-19 Attendance Exemption Form License Exempt Homes



- REQUESTED FOR THE MONTH OF: May 2020
- Provider name – as listed on the CCAP Certificate: Jane Public
- CCMS ID (If your Provider ID is less than 15 digits, please add “0”s to the beginning until 15 digits are reached): 00345-67891-23456
- Person Completing Request: Jane Public



COVID-19 Attendance Exemption Form License Exempt Homes

-  I am open and providing child care.
-  I have applied for Pandemic Unemployment Assistance.

Reason for Requesting an Attendance Exemption:

-  Program Closure Dates of Closure: 5/1/20 – 5/31/20
-  Low attendance due to pandemic. Dates of low attendance: 5/1/20 – 5/31/20



COVID-19 Attendance Exemption Form License Exempt Homes

Certification:

I certify this is a true and actual accounting of the monthly attendance for my program and I understand that by requesting full payment for eligible days of care I agree to pay my staff for all scheduled work hours, regardless of closure or reduction in services.

Signature of Authorized Representative: Jane Public



COVID-19 Attendance Exemption Form License Exempt Homes

IDHS works cooperatively with the Department of Employment Security and may validate receipt of unemployment compensation. Funds obtained through a false certification will be subject to investigation and recoupment and may result in termination from participation in the Child Care Assistance Program.

Please fully investigate the federal emergency relief funds available to individuals and small businesses. This includes expanded unemployment benefits, emergency grants, forgivable loans, and refundable tax credits. It may be more beneficial to you than claiming the attendance exemption. More information can be found here:

<https://www2.illinois.gov/sites/OECD/Pages/Resources-for-Providers.aspx>.



To Review

- The “GUIDANCE FOR CCAP BILLING CERTIFICATES License-Exempt Homes (Issued May 15, 2020)” will apply:
 - For services provided in May which are billed for in June, and
 - For services provided in June which are billed for in July.
- License-exempt homes must submit the completed exemption form with the monthly billing certificate(s) to be paid for 100% of the eligible days if they:
 - had CCAP attendance of less than 80% of eligible days or
 - are not caring for CCAP children during COVID
- If the exemption form is not sent in and you are not caring for CCAP children, providers will not receive a payment.



To Review

- Only the provider knows what was reported to the Department of Employment Security when the claim was filed.
- If the provider concludes that it is appropriate to submit the CCAP billing certificates, CCAP will pay them.
- Providers who are no longer providing care and are receiving PUA should NOT bill CCAP as this would be a duplication of payment.



To Review

- If the provider reported that they are continuing to receive payment for CCAP even though they are not currently providing services, it's assumed those payments would have been calculated into the PUA benefit amount.
- If the provider did not report CCAP payments as income it is assumed they were not calculated into the PUA benefit amount.



Please Refer to:

- “GUIDANCE FOR CCAP BILLING CERTIFICATES (Issued May 15, 2020)” memo.
- “COVID-19 Attendance Exemption Form Centers & Licensed Homes (Version 2, Issued May 2020)”



Questions

- Please submit all questions/comments/concerns to DHS.CCAP.PPP@illinois.gov
- Follow us at <https://www.facebook.com/IllinoisCCAP/>



Thank You for Attending

Bedankt

Merci

Köszönettel

Gracias

Grazie
Vielen
Dank



THANK YOU

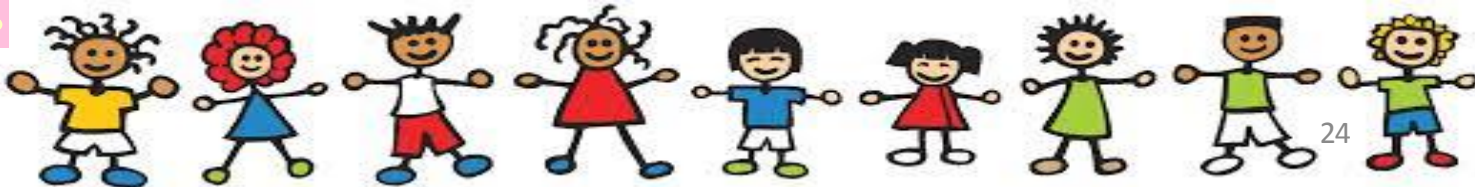
תודה

شكراً

Teşekkürler

ขอบคุณ

and for all that YOU do for the
children and families of Illinois!!!

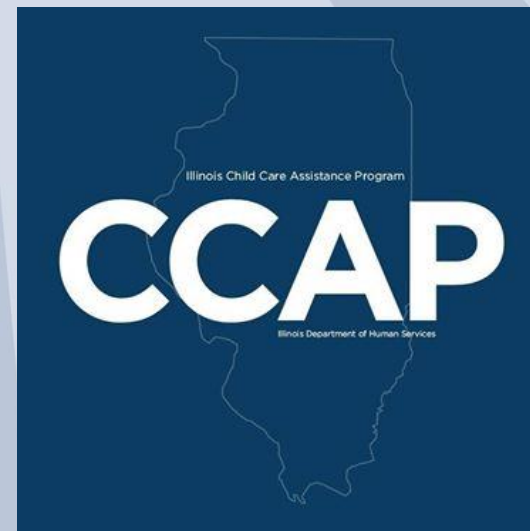


Illinois Department of Human Services

CCAP Billing for May and June License-exempt Homes

Grace B. Hou, Secretary

May 26, 2020



State of Illinois