

Attachment B

CHILD CARE: CLIENT RIGHTS AND RESPONSIBILITIES

RIGHTS

At the time that you apply for child care services, the county department of social services will provide you with information:

- o about the various child care programs available and the requirements of the child care services you may be eligible.
- o that for most child care programs, you have the right to arrange care with any child care provider you select or to use a child day care provider with which the county department of social services has arrangements to provide care;
- o that if you are funded by the Child Care and Development Block Grant you have the right to select a provider who contracts with the county department of social services or to use a certificate of eligibilicity certificate which will assist you in arranging child care with the any eligible provider;
- o that you may select a child care provider located in any county;
- o whether you will need to pay a fee for child care services, when it must be paid;
- o about factors to consider in selecting a child care provider;
- o what documents or other information you must submit in order for the county department of social services to determine whether you are eligible for a child care subsidy;
- o that any investigation needed in order to determine eligibility will be undertaken;
- o that you have the right to have child care services provided without discrimination on the basis of race, religion, national origin, sex, handicapping condition or political belief; and
- o that you have the right to change child care providers for any reason.

IF YOU NEED MORE INFORMATION ABOUT ANY OF THE ABOVE IT IS YOUR RESPONSIBILITY TO CONTACT THE COUNTY DEPARTMENT OF SOCIAL SERVICES.

RESPONSIBILITIES

If you are accepted for child care services you must:

- o notify your caseworker immediately of any change in family income, household composition (e.g., child, etc.), living arrangements, employment, child care arrangements or other factors that may affect your continued eligibility;
- o complete and return to your caseworker a questionnaire that will be used to determine your continued eligibility;
- o pay any fee as required by your county department of social services; and
- o notify your caseworker before changing child care providers.

FAILURE TO MEET THESE RESPONSIBILITIES MAY RESULT IN THE TERMINATION OF YOUR CHILD CARE ASSESSMENT.