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|  <b>VERMONT</b><br><b>DEPARTMENT FOR CHILDREN AND FAMILIES</b><br><b>Child Care Financial Assistance Program</b> |  |  |
| Regulation:  | <b>Eligibility Determination Case Management – Service Need</b>    |   |
| Subject:   | <b>Special Health Needs (Child)–Children’s Integrated Services</b> |   |
| Approved:  | Miranda Gray, Deputy Commissioner                                  | Updated: 2/23/2023  |

**PURPOSE**

To support families in accessing and supporting stable and safe child care for their children.

**REGULATION**

Established when the primary caretaker(s) can demonstrate that their child has significant health or specialized developmental need as documented by a licensed physician, physician’s assistant, nurse practitioner, licensed psychologist or by the assessment determining eligibility for Special Education or Early Intervention Services that includes child care as part of the child’s developmental plan.

**POLICY**

Child Development Division may offer financial assistance in paying for child care to families with children who are determined to have special health needs. Families accessing the Child Care Financial Assistance Program under the service need of Special Health Needs-Child must meet Child Care Financial Assistance Income Guidelines and may therefore be assigned a weekly family share to be paid directly to the child care provider.

**PROCEDURES**

- The primary caretaker must submit a Child Care Financial Assistance Application and the child’s special health need status is determined and documented by one of the following:
  1. Child with Special Health Need Child Care Financial Assistance Required – Supplemental Documentation Form completed by a licensed physician, physician’s assistant, nurse practitioner or advanced registered nurse practitioner (NP or ARNP), Certified Pediatric Nurse Practitioner- Primary Care (CPNP-PC), Licensed Independent Clinical Social Worker (LICSW), Licensed Clinical Mental Health Counselors (LCMHCs), or a licensed psychologist and a Children’s Integrated Services One Plan which identifies the supports the child needs to be successful within the early childhood or school-aged out-of-school-time care setting.
  2. A Special Education or Early Intervention Assessment signed by a qualified professional identifies child care as part of the child’s CIS One Plan, Individual Education Plan (IEP), 504 Plan, Mental Health Treatment Plan, Coordinated Services Plan (CSP), or Integrated Family Services Plan (IFSP). The plan must identify supports the child needs to be successful within the early childhood or school-aged out-of-school-time care setting.
- This service need is child specific and authorization for child care does not include sibling(s) unless documentation of a special health care need is verified for an authorized sibling. If a child meets the eligibility criteria of child with special health needs, then the service need of the parents/caretakers is not a consideration.
- Child care hours are full time or part time per week documented by the following: Special Health Need Supplemental Form, CIS One Plan, Individual Education Plan, 504 Plan, Mental Health Treatment Plan, Coordinated Services Plan, or Integrated Family Services Plan.
- Eligibility for child care services based on SHC–Child will be re-determined annually. No interruption of services will occur based upon a temporary (up to 3 months) change in special health needs status. Following the 3-month period, if the client is unable to secure a new

service need, their eligibility may be closed. All documentation is updated at the time of re-determination, even if the child's condition is considered permanent.