



CHILD CARE AND DEVELOPMENT FUND PLAN

FOR

FFY 2002-2003

This Plan describes the CCDF program to be conducted by the State for the period 10/1/01 – 9/30/03. As provided for in the applicable statutes and regulations, the Lead Agency has the flexibility to modify this program at any time, including changing the options selected or described herein.

The official text of the applicable laws and regulations govern, and the Lead Agency acknowledges its responsibility to adhere to them regardless of the fact that, for purposes of simplicity and clarity, the specific provisions printed herein are sometimes paraphrases of, or excerpts and incomplete quotations from, the full text.

Public reporting burden for this collection of information is estimated to average 162.57 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

(Form ACF 118 Approved OMB Number: 0970-0114 expires xxxxx)

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- 3) The Lead Agency replaces this page in the Plan with the copy of the Log received from ACF showing the approval date.

Note: This process depends on repeated subsequent use of the same Log page over the life of the Plan. At any time the Log should reflect all amendments, both approved and pending in ACF. The Lead Agency is advised to retain those "old" plan pages that are superseded by amendments in a separate appendix to its Plan.

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PART 1 -- ADMINISTRATION

The agency shown below has been designated by the Chief Executive Officer of the State (or Territory), to represent the State (or Territory) as the Lead Agency. The Lead Agency agrees to administer the program in accordance with applicable Federal laws and regulations and the provisions of this Plan, including the assurances and certifications appended hereto. (658D, 658E)

1.1 Lead Agency Information: (as designated by State chief executive officer)

Name of Lead Agency: Oregon Employment Department, Child Care Division

Address of Lead Agency: P.O. Box 14050, Salem OR 97309-4050

Name and Title of the Lead Agency's Chief Executive Officer: Virlena Crosley,
Director, Oregon Employment Department

Phone & Fax Numbers: (503) 947-1477, Fax (503) 947-1472

1.2 State Child Care (CCDF) Contact Information: (day-to-day contact)

Name and Title of the State Child Care Contact (CCDF): Tom Olsen,
Administrator, Child Care Division

Address of Contact: P.O. Box 14050, Salem OR 97309-4050

Phone & Fax Numbers: (503) 947-1409, Fax (503) 947-1428

E-Mail Address: tom.l.olsen@state.or.us

1.3 The Lead Agency estimates that the following amounts will be available for child care services and related activities during the 1-year period: October 1, 2001 through September 30, 2002. (§98.13(a))

-Federal Child Care & Development Fund: \$59,129,269

-Federal TANF Transfer to CCDF (if known): \$ 0

-Direct Federal TANF Spending on Child Care (if known): \$2,400,000

-State Maintenance of Effort Funds: \$11,714,966

-State Matching Funds: \$ 11,763,114

1.4 The Lead Agency estimates that the following amount (and percentage) of the CCDF will be used to administer the program (not to exceed 5 percent): \$2,956,463 (5 %). (658E(c)(3), §§98.13(a), 98.52)

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1.5 Does the Lead Agency directly administer and implement all services, programs and activities funded under the CCDF Act, including those described in Part 5 – Activities & Services to Improve the Quality and Availability of Child Care?

- () Yes. – GO to Section 1.8.
(X) No, and the following describes how the Lead Agency maintains overall control when services or activities are provided through other agencies. (658D(b)(1)(A), §98.11)

The Child Care Division (CCD) administers contract payments to organizations and providers serving children in high risk targeted populations. CCD contracts with other agencies and organizations to provide specific services funded under the CCDF Act including:

- The Oregon Department of Human Services (DHS) administers the Integrated Child Care Subsidy program for children of low income working parents and post secondary student parents. DHS also contracts with Head Start programs to provide full day/full year care for children from low income working families.
- The Center for Career Development in Childhood Care and Education administers provider training, career development and school age care programs.
- The Commission for Children and Families administers local grants to improve the quality of early childhood care, including infant and toddler, before and after school, and nontraditional care programs.
- The Department of Education administers grants to school districts to improve quality in child development and teen parent programs.

The CCD maintains control by monitoring contracts for compliance with performance standards. Contractors are required to submit quarterly performance reports. Onsite visits are conducted if indicated by the reports. Contract language requires other agencies to certify that guidelines are followed. Also, contracts contain statements of work that include specific performance indicators.

Contracts for new projects are let through a request for proposal process. Existing contracts are renewed based on satisfactory performance as evidenced by the quarterly reporting/monitoring process. The lead agency is moving to a similar “single contract” process with Child Care Resource and Referral agencies later this year.

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When administration has devolved to localities, funds are allocated through a single contract between the lead agency and the State Commission on Children and Families (OCCF). The OCCF requires each of the counties to submit early childhood plans.

1.6 For child care services funded under §98.50 (i.e., certificates, vouchers, grants/contracts for slots based on individual eligibility), does the Lead Agency itself: (§98.11)

- Determine individual eligibility of non-TANF families? YES ___ NO X
If NO, identify the name and type of agency that determines eligibility of non-TANF families for child care:

The Department of Human Services, as Oregon’s primary subsidy agency and the TANF Lead Agency, determines eligibility for Employment Related Day Care services. The Child Care Division enters into agreements with programs and providers to determine eligibility of children in high risk targeted populations.

- Determine individual eligibility of TANF families? YES ___ NO X
If NO, identify the name and type of agency that determines eligibility of TANF families for child care:

The Oregon Department of Human Services, TANF Lead Agency, determines eligibility of TANF families for child care

- Assist parents in locating child care? YES ___ NO X
If NO, identify the name and type of agency that assists parents:

The Child Care Division enters into agreements with local Child Care Resource and Referral Agencies to assist parents in locating child care.

- Make payments to providers? YES ___ NO X
If NO, identify the name and type of agency that makes payments:

The Oregon Department of Human Services administers payments to providers caring for children of low income working parents and post-secondary students through the Direct Pay Unit under an integrated child care subsidy program. The Child Care Division administers payments to programs serving children in high risk targeted populations

1.7 Is any entity named in response to section 1.6 a non-governmental entity? (658D(b), §§98.10(a), 98.11(a))

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- No.
 Yes, the following entities named in section 1.6 are non-governmental:

Some CCR&R agencies are not-for-profit or have facilities within not-for-profit organizations. Some providers assisting high-risk families are not-for-profit organizations.

Section 1.8 - Use of Private Donated Funds

1.8.1 Will the Lead Agency use private donated funds to meet a part of the matching requirement of the CCDF pursuant to §98.53(e)(2) and (f)?

- No. GO TO 1.9
 Yes, and the entity designated to receive private donated funds is:
Name of entity:
Address:
Contact:

1.8.2 Is the entity designated to receive private donated funds (named above) a non- governmental agency? (§98.11(a))

- Yes.
 No.

Section 1.9 - Use of State Pre-Kindergarten (Pre-K) Expenditures

1.9.1 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF maintenance of effort (MOE) requirement?

- No.
 Yes, and the State assures that its level of effort in full day/full year child care services has not been reduced, pursuant to §98.53(h)(1).

1.9.2 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF Matching Fund requirement? (§98.53(h))

- No.
 Yes, and the following describes State efforts to ensure that pre-K programs meet the needs of working parents (§98.53(h)(2)):

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DHS is working with the Department of Education and Pre-K programs to assure that services are available and accessible to low income working families who receive subsidies for child care.

1.9.3 Will the State use Pre-K expenditures to meet more than 10% of the:

- Maintenance of effort requirement, OR
- Matching fund requirement?

If No to both, CHECK HERE____.

If Yes to either, the following describes how the State will coordinate its Pre-K and child care services to expand the availability of child care (§98.53(h)(4)).

CCD and DHS collaborate with Pre-K programs to provide full day and full year care for children of low income working parents and student parents. The State contributes funds to match Pre-K expansion grants awarded for full day and full year care.

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PART 2 -- DEVELOPING THE CHILD CARE PROGRAM

Section 2.1 – Consultation and Results of Coordination:

Describe the consultations the Lead Agency held in developing this Plan. At a minimum, the description must include the following: 1) the representatives of local governments (including tribal organizations when such organizations exist within the boundaries of the State) that were consulted (658D(b)(2), §§98.12(b), 98.14(b)); and, 2) the results of coordination with other Federal, State, local, and tribal (if applicable) agencies and programs including those involved with public health, employment, public education, and TANF. (658D(b)(1)(D), §§98.12(a), 98.14(a)(1) & (2))

Development of Oregon’s CCDF Plan was guided by the State Childhood Care and Education Coordinating Council. The Council is a collaborative, ad hoc partnership working to create a balanced system of care that supports and empowers working families and promotes safe, healthy child development. The council’s role is to advise the Child Care Division and other member agencies and organizations on:

- Developing the federal Child Care and Development Fund plan
- Building the child care infrastructure
- Coordinating programs and service delivery
- Creating and prioritizing new projects

The council is chaired by the Administrator of the Child Care Division. Meetings are open to all interested persons. Membership includes representatives of the following agencies, organizations, and constituency groups:

DHS – Child Care	DHS – Child Protective Services
Commission for Children and Families	Child Care Resource and Referral Network
Commission for Child Care	DOE – Special Education
DHS - Health Services	Family Child Care Network
DOE – Child Nutrition Programs	Assoc. for the Education of Young Children
DOE – Early Childhood Education	Assoc. of Community Development Org.
Center for Career Development	Oregon Student Association
Provider Resource Organization	Developmental Disabilities Council
DOE - Head Start	Oregon State Library
School Age Care, Education, and Recreation	Association of Child Care Directors
Oregon Child Development Coalition	DHS - Drug and Alcohol Prevention
Parents (2)	Oregon Child Care Research Partnership
The Enterprise Foundation	Oregon Community Foundation
Child Care Division	CCR&R community agency

To achieve the widest possible involvement in the planning process, the Council created six workgroups to examine specific topics and reach beyond workgroup participants to additional constituencies, including parents and community members, in the examination process. Each workgroup developed planning

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recommendations and priorities and presented findings to the Council. A copy of the executive summary of the recommendations is included as Attachment A. These recommendations form the basis for development of the federal plan review draft. Copies of the draft plan were made available state-wide prior to the public hearing. Each of Oregon's nine federally recognized Tribes were given copies of the draft plan and encouraged to comment.

Section 2.2 - Public Hearing Process:

Describe the Statewide public hearing process held to provide the public an opportunity to comment on the provision of child care services under this Plan. At a minimum, the description must include the date(s) of the hearing(s), how and when the public was notified Statewide of the hearing(s), the hearing site(s), and how the content of the Plan was made available to the public in advance of the hearing. (658D(b)(1)(C), §98.14(c))

A public hearing on the CCDF Plan was held in Salem on June 7, 2001 at the Employment Department Auditorium from 6-8:00 p.m. Hearing notices were posted on the agency web site, and made available to interested parties, state and local agencies, organizations and tribal governments. Notice of hearing was printed in a statewide newspaper of general circulation 20 days before the scheduled hearing date. A transcript of the hearing is on file at the lead agency office. A copy of the hearing notice is included as attachment F.

The content of the Plan was made available to the public to statewide constituency groups through the planning committees of the CCECC. The plan was also posted on the lead agency web site and available in Resource and Referral agencies

Section 2.3 - Public-Private Partnerships: Describe the activities, including planned activities, to encourage public-private partnerships which promote private-sector involvement in meeting child care needs. (658D(b)(1), §98.16(d))

Oregon's childhood care and education system is firmly built on a strong public-private partnership. Over 85 percent of the State's child care system is funded from private sources, mostly from parents through fees for service. CCR&Rs and local Commissions on Children and Families continue to develop a strong base of community involvement in child care issues.

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There are several initiatives underway in Oregon that promote public-private sector partnerships to meet child care needs of working parents. These include:

- 1) **The Commission for Child Care:** The commission is comprised of 18 members appointed by the Governor, Speaker of the House and President of the Senate. The commission includes legislators, business members, parents, and advocates. It reports to the Governor and advises the lead agency on child care policy. Result: Extensive public input to child care policy through statewide hearings on child care issues. This information is used to develop legislation and advocacy to improve the child care system.
- 2) **The Childhood Care and Education Coordinating Council:** The council is comprised of representatives from state and private non-profit agencies, advocates, and consumers. It is responsible for developing the federal child care plan and coordinating the activities of agencies and partners to develop new programs and avoid duplication of effort. Result: Coordination, communication, and dissemination of information throughout Oregon's child care community. Elimination of duplication of effort.
- 3) **Oregon's Child: Everyone's Business** is an educational campaign focusing on brain research and involving more than a dozen public and private partners. The campaign is partially funded by the CCDF and offers free resource information in English and Spanish for parents, caregivers, businesses and organizations. Presentations are available to community groups on brain research findings and printed materials offer practical information on parenting and child development. Result: Dissemination of information on brain development and research to providers, consumers, and the general public.
- 4) **Families in Good Company** is a statewide campaign recognizing employers who realize the importance of family friendly policies in the workplace. Organized by Portland General Electric, Children First, Commission on Children and Families, Oregon Child Care Commission, CCD and numerous private firms, Families in Good Company sponsors an annual recognition award event and work-life conference to give child care and tax credit information to employers. Result: Recognition of family friendly companies and encouragement for other employers to institute work life policies.
- 5) **Public Information Workgroup** of the Coordinating Council develops educational strategies including printing and disseminating the "Five Steps to Finding Quality Child Care" packet and developing a state-wide television campaign targeted at the importance of high quality child care to society. Result: Education of parents about finding quality child care and the general public about the importance of child care as a social support.

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- 6) **Child Care/Health Links** is a partnership between Oregon’s child care partners and the Oregon Pediatric Society aimed at developing a state-wide system of health consultation to providers. Result: Improvement of children’s health through provider health education and consultation.

- 7) **Inclusive Child Care** is a partnership between state agencies and advocates for children with special needs. The campaign is aimed at giving child care providers the information, training, and support they need to care for children with special needs, and developing subsidies for families based on the needs of the child. Result: Inclusion of children with special needs in normal child care settings.

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PART 3 -- CHILD CARE SERVICES OFFERED

Section 3.1 - Description of Child Care Services:

REMINDER: The Lead Agency must offer certificates for services funded under 45 CFR 98.50. (98.30) Certificates must permit parents to choose from a variety of child care categories including center-based care, group home care, family child care and in-home care. (§98.30(e))

The subsidy agency provides certificates for child care to eligible low income working families and post secondary students. Parents may choose care from a variety of child care options.

3.1.1 In addition to offering certificates, does the Lead Agency also have grants or contracts for child care slots?

- () No.
(X) Yes, and the following describes the types of child care services and the range of providers that will be available through grants or contracts: (658A(b)(1), 658P(4), §§98.16(g)(1), 98.30(a)(1) & (b))

Parents identified for targeted, high risk services have access to child care through contracts with community based programs. In addition to child care, many of these programs offer comprehensive family services. Targeted populations include : (a) parents engaged in migrant and seasonal farm work, (b) teen parents enrolled in high school completion programs, (c) parents participating in state approved substance abuse treatment, (d) post-secondary student parents, and (e) children with disabilities who need access to child care. A limited number of slots are available to low-income working parents and student parents whose children are enrolled in school-based child development centers. Application for services is processed by intake workers at program sites. Eligibility for child care is determined immediately upon parent admission. Point of entry to point of eligibility does not exceed five working days. Parents requesting their own choice of care may receive a certificate to purchase another option.

3.1.2 The Lead Agency must allow for in-home care, but may limit its use. Does the Lead Agency limit the use of in-home care in any way?

- (X) No.
() Yes, and the limits and the reasons for those limits are (§§98.16(g)(2), 98.30(e)(1)(iv)):

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- 3.1.3 Are all of the child care services described in 3.1.1 above (including certificates) offered throughout the State? (658E(a), §98.16(g)(3))
- (X) Yes
() No, and the following are the localities (political subdivisions) and the services that are not offered:

Section 3.2 - Payment Rates for the Provision of Child Care:

The statute (at 658E(c)(4)) requires the Lead Agency to establish payment rates for child care services that ensure eligible children equal access to comparable care and these rates are provided as Attachment B. The attached payment rates are effective as of July 1, 2001.

The following is a summary of the facts relied on by the State to determine that the attached rates are sufficient to ensure equal access to comparable child care services provided to children whose parents are not eligible to receive child care assistance under the CCDF and other governmental programs. Include, at a minimum:

- The month and year of the local market rate survey(s): September 2000 (§98.43(b)(2))
- How the payment rates are adequate to ensure equal access based on the results of the above noted local market rate survey (i.e., the relationship between the attached payment rates and the market rates observed in the survey): (§98.43(b))

The September 2000 market rate survey summary is attached as Attachment C. Payment rates are determined by the Oregon Legislature through the budget process and are at approximately the 50th percentile, based on the survey. DHS continues to submit budget requests to address affordability and equal access for parents receiving the subsidy.

- Additional facts that the Lead Agency relies on to determine that its payment rates ensure equal access include: (§98.43(d))

Oregon policies support a strong child care resource and referral system that educates and encourages families to make informed choices and helps them access child care that meets their needs.

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- If the payment rates do not reflect individual rates for the full range of providers -- center-based, group home, family and in-home care -- explain how the choice of the full range of providers is made available to parents:

Not applicable: Oregon has a full range of payment rates depending on the type of care chosen by the parent.

Section 3.3 - Eligibility Criteria for Child Care:

By statute, all eligible children must be under the age of 13 and reside with a family whose income does not exceed 85% of the State Median Income (SMI) for a family of the same size and whose parent(s) are working or attending a job training or educational program or who receive or need to receive protective services. (658E(c)(3)(B), 658P(3), §98.20(a))

- 3.3.1 Complete column (a) in the matrix below. Complete Column (b) ONLY IF the Lead Agency is using income eligibility limits lower than 85% of the SMI).

Family Size	IF APPLICABLE	
	(a) 85% of State Median Income (SMI) (\$/month)	(b) Income Level, lower than 85% SMI, if used to limit eligibility (\$/month)
1	Not applicable	Not applicable
2	\$2,597	\$1,790
3	\$3,208	\$2,255
4	\$3,819	\$2,721
5	\$4,429	\$3,187

Note: Income levels in (b) are based on 185% of 2001 Federal Poverty Level

The Co-payment Calculator used by Adult and Family Services may be accessed at: <http://www.afs.hr.state.or.us/ChildCare.html>. Click on “Child Care Co-Payment Calculation”.

Targeted population families with incomes at or below levels reported in column b. may be eligible for fully subsidized child care through the Lead Agency.

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3.3.2 How does the Lead Agency define “income” for the purposes of eligibility? Is any income deducted or excluded from total family income, for instance, work or medical expenses; child support paid to, or received from, other households; Supplemental Security Income (SSI) payments? Is the income of all family members included, or is the income of certain family members living in the household excluded? Please describe and/or include information as Attachment _____. (§§98.16(g)(5), 98.20(b))

Countable income includes all income received by immediate family members living in the household except transfer income or earned income of children. There are no income deductions.

3.3.3 Has the Lead Agency established additional eligibility conditions or priority rules, for example, income limits that vary in different parts of the State, special eligibility for families receiving TANF, or eligibility that differs for families that include a child with special needs? (658E(c)(3)(B), §98.16(g)(5), §98.20(b))

- No
- Yes, and the additional eligibility criteria are: (Terms must be defined in Appendix 2)

3.3.4 Has the Lead Agency elected to waive, on a case-by-case basis, the fee and income eligibility requirements for cases in which children receive, or need to receive, protective services, as defined in Appendix 2? (658E(c)(3)(B), 658P(3)(C)(ii), §98.20(a)(3)(ii)(A))

- Not Applicable, CCDF-funded child care is not provided in cases in which children receive, or need to receive, protective services.
- No
- Yes

Payments to working foster parents are allowed under Oregon’s definition, but state general funds are used, not CCDF. This allows the payments to be counted toward match.

3.3.5 Does the Lead Agency allow child care for children age 13 and above who are physically and/or mentally incapable of self-care? (Physical and mental incapacity must then be defined in Appendix 2.) (658E(c)(3)(B), 658P(3), §98.20(a)(1)(ii))

- No
- Yes, and the upper age is 17.

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3.3.6 Does the Lead Agency allow child care for children age 13 and above who are under court supervision? (658P(3), 658E(c)(3)(B), §98.20(a)(1)(ii))

- No
- Yes, and the upper age is ____.

3.3.7 Does the State choose to provide CCDF-funded child care to children in foster care whose foster care parents are not working, or who are not in education/training activities? (§§98.20(a)(3)(ii), 98.16(f)(7))

- Yes. (NOTE: This means that for CCDF purposes the State considers these children to be in protective services.)
- No, except, the State chooses to provide child care to children in foster care whose foster care parents are working, or who are in education/training activities.

Payments to working foster parents are allowed under Oregon’s definition, but state general funds are used, not CCDF. This allows the payments to be counted toward match.

3.3.8 Does the State choose to provide respite child care to children in protective services? (§§98.16(f)(7), 98.20(a)(3)(ii)(A) & (B))

- Yes, but State not CCDF funds are used
- No.

Payments to working foster parents are allowed under Oregon’s definition, but state general funds are used, not CCDF. This allows the payments to be counted toward match.

Section 3.4 Priorities for Children:

3.4.1 The following describes the priorities for serving CCDF-eligible children including how statutorily required priority is given to children of families with very low family income and children with special needs: (Terms must be defined in Appendix 2) (658E(c)(3)(B))

Children eligible for services are listed and defined in the appendix section. Targeted high risk populations served by the Lead Agency include children of teen parents, children of migrant and seasonal farm workers, children of parents in substance abuse treatment programs, and children with special needs.

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The DHS subsidy program serves children from families whose income is no more than 185% of the Federal Poverty Level. Additionally, children with special needs can receive a supplemental reimbursement based on an individual needs assessment.

Payments to working foster parents are allowed under Oregon's definition, but state general funds are used, not CCDF. This allows the payments to be counted toward match.

- 3.4.2 The following describes how CCDF funds will be used to meet the needs of families who are receiving Temporary Assistance for Needy Families (TANF), families who are attempting through work activities to transition off of TANF, and families that are at risk of becoming dependent on TANF. (658E(c)(2)(H), Section 418(b)(2) of the Social Security Act, §§98.50(e), 98.16(g)(4))

Child care is available through the subsidy agency for families who: (a) receive TANF benefits and become employed both while they remain on TANF and as a transition benefit when they are no longer eligible for TANF; (b) are participating in JOBS activities to become self-sufficient; (c) are at risk of becoming dependent on TANF benefits. The primary goal is to help families achieve self-sufficiency through safe, dependable child care.

Section 3.5 - Sliding Fee Scale for Child Care Services:

- 3.5.1 A sliding fee scale, which is used to determine each family's contribution to the cost of child care, must vary based on income and the size of the family. A copy of this sliding fee scale for child care services and an explanation of how it works is provided as Attachment D.

Will the Lead Agency use additional factors to determine each family's contribution to the cost of child care? (658E(c)(3)(B), §98.42(b))

- No.
 Yes, and the following describes any additional factors that will be used to determine a family's contribution including, but not limited to, a maximum amount (family cap), number of children in care, and/or whether care is full or part-time:

- 3.5.2 Is the same sliding fee scale provided in the attachment in response to question 3.5.1 above in use in all parts of the State? (658E(c)(3)(B))

- Yes

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() No, and other scale(s) are provided as Attachment ____.

3.5.3 The Lead Agency may waive contributions from families whose incomes are at or below the poverty level for a family of the same size, (§98.42(c)), and the poverty level used by the Lead Agency for a family of 3 is \$14,630.

The Lead Agency must elect ONE of these options:

- () ALL families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee.
- () ALL families, including those with incomes at or below the poverty level for families of the same size, ARE required to pay a fee.
- (X) SOME families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee. A description of these families is:

High-risk targeted populations, families receiving TANF benefits, JOBS participants, and families receiving child care as a part of Head Start services.

3.5.4 Does the Lead Agency allow child care providers to collect from families any unsubsidized portion of the providers' normal fees in addition to the copayment under CCDF? (§98.43(b)(3))

- () No
- (X) Yes, please describe: Providers can bill parents for the difference between the DHS maximum subsidy payment and the provider's usual charge.

3.5.5 The following is an explanation of how the copayments required by the Lead Agency's sliding fee scale(s) are affordable: (§98.43(b)(3))

The sliding fee scale is based on income and size of the family. Copayments are waived for families enrolled in the TANF program who require child care subsidy to participate in employment or JOBS program activities. Families eligible for the Employment Related Day Care Program and earning less than 120 percent of FPL (for their family size) are responsible for a copayment that is 10 percent or less of their income. Those families earning more than 120 percent of FPL are responsible for a co-pay that is between 13-29 percent of their income (depending on family size).

Section 3.6 - Certificate Payment System:

A child care certificate means a certificate, check, or other disbursement that is issued by the Lead Agency directly to a parent who may use it only to pay

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for child care services from a variety of providers (including center-based, group home, family and in-home child care), or, if required, as a deposit for services. (658E(c)(2)(A)), 658P(2), §§98.2, 98.16(k), 98.30(c)(3) & (e)(1))

Describe the overall child care certificate payment process, including, at a minimum:

- 3.6.1 A description of the form of the certificate: (§98.16(k))

Parents receive a “certificate of eligibility” in the form of a computer generated notice when eligibility is determined.

- 3.6.2 A description of how the certificate program permits parents to choose from a variety of child care settings by explaining how a parent moves from receipt of the certificate to the choice of provider; (658E(c)(2)(A)(iii), 658P(2), §§98.2, 98.30(c)(4) & (e)(1) & (2))

Typically, a family has already chosen a provider by the time they apply for the child care subsidy. If not, consumer education services are provided that emphasize the right of parental choice and how to choose providers who understand and employ appropriate health, safety and quality program practices. Once eligibility is established, a child care billing form is issued to the provider chosen by the family.

- 3.6.3 If the Lead Agency is also providing child care services through grants and contracts, explain how it ensures that parents offered child care services are given the option of receiving a child care certificate. (§98.30(a) & (b))

At the time of application and intake, parents are informed they may choose the option of a certificate (voucher) to purchase child care. If a parent selects this option, CCD enters into contract with the provider of choice. DHS requires the provider of choice to become listed and issues payments directly to the provider. The majority of parents chose the certificate program. In FFY 2000 the certificate option was selected by parents for child care services for approximately 38,600 children. This is just over 90% of all child care services funded by CCDF in Oregon.

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PART 4 - PROCESSES WITH PARENTS

4.1 The following describes the process for a family to apply/receive child care services (658D(b)(1)(A), 658E(c)(2)(D) & (3)(B), §§98.16(k), 98.30(a) through (e)). If the process varies for families based on eligibility category, for instance, TANF versus non-TANF, please describe. The description should include:

- How parents are informed of the availability of child care services and of available child care options;
- Where/how applications are made;
- Who makes the eligibility determination;
- How parents who receive TANF benefits are informed about the exception to individual penalties as described in 4.4; and
- Length of eligibility including variations that relate to the services provided, e.g., through collaborations with Head Start or pre-kindergarten programs.

The subsidy agency contracts with CCR&Rs throughout the State to provide consumer information and education about Oregon's child care programs. In some areas, families may apply for child care assistance at CCR&R offices. Others families are referred to DHS field offices. Applications may be requested by phone and are also accepted by mail. When a complete application is received, eligibility is usually determined within five to ten days. Eligibility must be determined within 45 days from the date of request for assistance.

Once found eligible, eligibility begins with the month in which assistance was requested. Parents receive assistance in selecting a child care provider if they do not already have one. A provider listing form is given to the parent to be completed by the provider of choice. If the provider meets initial health and safety requirements, they are listed on the subsidy agency's provider payment system and a criminal and child abuse records check is completed. The payment system issues the initial and subsequent billing forms directly to the provider.

Parents who receive TANF benefits are informed about the exception as described in 4.4 below.

The length of client eligibility varies depending on the benefit program and stability of family income. Redetermination of client eligibility is required periodically, generally three to six months. If the child is

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enrolled in a Head Start collaboration program, eligibility may extend to the end of the state fiscal year.

Targeted Services: Parents involved in high risk population programs are informed of the availability of care through designated programs and assisted by program staff in determining the type of care most appropriate for their situation. The application for child care is available to parents participating in targeted programs described in Section 3.4 and processed on site by an intake worker. Eligibility for child care is determined immediately upon parent admission to the targeted program. Under most circumstances, point of entry to point of eligibility does not exceed five days. The length of eligibility varies depending on the targeted program and stability of family income. Redetermination of eligibility is required every six to twelve months

- 4.2 The following is a detailed description of how the State maintains a record of substantiated parental complaints and how it makes the information regarding such parental complaints available to the public on request. (658E(c)(2)(C), §98.32))

The lead agency investigates all serious complaints received against child care providers. Subject to confidentiality laws, complaint dispositions are open public records. CCD maintains a file of program and provider complaint information that is available to the public upon request.

- 4.3 The following is a detailed description of the procedures in effect in the State for affording parents unlimited access to their children whenever their children are in the care of a provider who receives CCDF funds. (658E(c)(2)(B), §98.31))

Parental access provisions are included in all CCD provider agreements and subsidy agency listing agreements. Licensure laws for providers ensure that parents have unlimited access to their children

- 4.4 The regulations at §98.33(b) require the Lead Agency to inform parents who receive TANF benefits about the exception to the individual penalties associated with the work requirement for any single custodial parent who has a demonstrated inability to obtain needed child care for a child under 6 years of age.

In fulfilling this requirement, the following criteria or definitions are applied by the TANF agency to determine whether the parent has a demonstrated inability to obtain needed child care:

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(NOTE: The TANF agency, not the Child Care Lead Agency, is responsible for establishing the following criteria or definitions. These criteria or definitions are offered in this Plan as a matter of public record. The TANF agency that established these criteria or definitions is: Department of Human Services.)

The TANF program is governed by a federal waiver agreement called the Oregon Option. This agreement eliminates the usual TANF exceptions. Instead, the DHS case manager works with the parent to find child care. Finding child care that meets the parent's and child's needs is itself a JOBS activity. Until adequate care is found, the client is not expected to participate in other JOBS activities and would therefore not be subject to a work requirement penalty.

- "appropriate child care": (a) both the provider and the place where care is provided meet the subsidy agency's health and safety and provider requirements defined in administrative rule; (b) the care accommodates the parent's work schedule; and (c) the care meets the specific needs of the child, such as age and special needs requirements.
- "reasonable distance": the parent's total travel time from home to the child care provider and workplace or JOBS activity will be no more than one hour either way unless a longer commute time is customary in the community.
- "unsuitability of informal child care": DHS uses the same standards for informal care as for regulated care. Care that does not meet the criteria described in "appropriate child care" would be considered unsuitable.
- "affordable child care arrangements": are those where the expense to the parent is ten percent or less of family income for families at 120 percent of federal poverty level or lower.

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**PART 5 - ACTIVITIES & SERVICES TO IMPROVE
THE QUALITY AND AVAILABILITY OF CHILD CARE**

5.1 The Child Care and Development Fund provides earmarks for infant and toddler care and school-age care and resource and referral services as well as the special earmark for quality activities.

- The following describes the activities funded to improve the quality of care for infants/toddlers and identifies the entity(ies) providing them:

Portland State University: The Center for Career Development in Childhood Care and Education will: (a) implement a provider mentoring program to strengthen infrastructure of support to providers caring for infants and toddlers, and (b) offer First-By-Five training to providers on emotional, social and cognitive development of infants and toddlers.

Child Care Division: The lead agency will be responsible for activities related to issues of licensing and registration of providers caring for infants and toddlers.

Commission on Children and Families: Each county commission will work on activities that improve the supply and availability of care for infants and toddlers, including: (a) information on quality care, and (b) assistance to communities to increase and stabilize supply.

Child Care Resource and Referral System: Increasing the supply of hard-to-find child care through specialized recruitment and training activities is a high priority for Oregon's CCR&R system. A large share of this effort is directed toward infant/toddler child care.

- The following describes child care resource and referral activities funded and identifies the entity(ies) providing them:

There are 16 Child Care Resource & Referral organizations providing services in all 36 Oregon counties. In addition, the Oregon CCR&R Network provides technical assistance, training and coordination among the 16 local organizations.

CCDF grants will be issued to the CCR&Rs and Network to use for start-up, expansion and operation of core services to parents, providers, communities and employers. Parents receive consumer education designed to help them

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select and manage quality child care arrangements. CCR&Rs help improve the availability and quality of child care through recruitment, training and support of providers. The Network is responsible for collecting data on demand, supply and quality to assist the State in developing additional resources and referral services

- The following describes school-aged child care activities funded and identifies the entity(ies) providing them.

The School Age Care, Enrichment, and Recreation program at Portland State University will receive CCDF funds for school age care programs. The focus of this activity will be to improve the availability and quality of school age child care in Oregon. The project will provide assistance to communities through training, planning and implementation of programs; and strive to improve coordination between providers, schools, youth programs, park and recreation agencies, and other programs addressing the need for before and after school activities.

- 5.2 The law requires that not less than 4% of the CCDF be set-aside for quality activities (658E(c)(3)(B), 658G, §§98.13(a), 98.16(h), 98.51, 98.16(h)). The Lead Agency estimates that the following amount and percentage will be used for the quality activities (not including earmarked funds):

\$ 2,365,171 (4 %)

- 5.3 Check either "Yes" or "No" for each activity listed to indicate which activities the Lead Agency will undertake to improve the availability and quality of child care (include activities funded through the 4% quality set-aside as well as the special earmark for quality activities). (658E(c)(3)(B), §§98.13(a), 98.16(h))

Yes No

- ___ comprehensive consumer education; (§98.51(a)(1)(i))
- ___ grants or loans to providers to assist in meeting State and local standards; (§98.51(a)(2)(ii))
- ___ improving the monitoring of compliance with licensing and regulatory requirements; (§98.51(a)(2)(iii))
- ___ training, education, and technical assistance; (§98.51(a)(2)(iv))
- ___ improving salaries and other compensation for child care providers; (§98.51(a)(2)(v))
- ___ other quality activities that increase parental choice, and improve the quality and availability of child care. (§98.51(a)(1)(ii) & (ii))

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-
- 5.4 Describe each activity that is checked "Yes" above and identify the entity(ies) providing them.

Comprehensive Consumer Education.

In FFY 2000 more than 40,750 families received consumer education services in Oregon. The majority of these services were provided through the statewide system of child care resource and referral sites and subsidy agency field offices. During this plan period, CCR&Rs will continue to deliver comprehensive consumer education services. Families receiving services will be offered information about categories of care, rates for care, what to look for in selecting quality care, names and locations of providers, histories of inspections and licensing, and educational consultations and referrals. An extensive television campaign focusing on the importance of quality child care will be launched.

Grants for improving standards and supply. a) The Commission on Children and Families will receive CCDF funds to stabilize supply and increase the availability of quality child care through grants to counties, thereby meeting local and state-wide standards for child care availability. Allocations to county commissions will be based on 0-12 population with a minimum allocation available to all areas. While the overall goal of this project is to increase supply of care, considerable flexibility is given in targeting critical local needs as long as the emphasis focuses on care needs of low income working parents and student parents. Allowable use of federal funds will be for grants to providers for start-up and/or ongoing operation of programs, and grants to CCR&Rs for quality enhancements. Use of CCDF funds to purchase child care slots is not allowed. County plans will be required to demonstrate how the use of federal funds contributes to the overall goal of this project and helps meet benchmarks established by the Oregon Progress Board.

The emphasis of grants to counties will be placed on infant and toddler care, school age care, non-traditional care and extended care linked with Head Start, Oregon Pre-K or other preschool programs. Counties are required to use funds to address capacity in these areas unless their plans demonstrate that these needs are adequately addressed and that a greater needs exist for other child care programs. Counties will further demonstrate effort to make child care affordable and accessible to various income levels, as well as to ethnically and culturally diverse groups and to families with special needs children. In developing funding plans, counties are encouraged to show collaboration with CCR&Rs, Head Start, Pre-K, providers, school districts, community colleges and extension services. Joint or linked proposals between counties within the same CCR&R service area are also encouraged.

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b) The Department of Education will receive CCDF funds to assist school districts in starting and operating on-campus child development centers for preschool children and for centers serving the children of teen parents. On-campus centers will help increase the availability of child care supply in communities and serve as training sites for modeling appropriate child care. Use of CCDF funds to purchase child care slots is not allowed. Campus-based child development centers must demonstrate the need for child care through consultation with the local CCR&R and will be designed to accommodate the needs of low income working parents and student parents.

Monitoring and Regulation.

The Child Care Division will use CCDF funds to improve compliance with state licensing and registration laws. Responsibilities include: certification and registration activities, on-site review of all providers, investigation of all serious complaints, technical assistance to providers in meeting standards, improvement of infant-toddler care, and work on collaborative projects to build public awareness and commitment to quality child care.

Training, Education, and Technical Assistance.

The Center for Career Development in Childhood Care and Education at Portland State University will receive CCDF funds for provider training, education, and career development services. In addition to rewriting the popular Child Care Basics training program, PSU will be responsible for maintaining the Professional Development Registry, First By Five Training, and the provider mentoring project.

Salaries and Compensation for Providers.

Oregon is committed to building a quality child care system which includes appropriate compensation for providers and affordability to parents. Market rates will be adjusted as funds are available to reflect the most recent survey data in order to maintain stability of the system and accessibility to care. Current reimbursement rates to providers are identified in Attachment B. The subsidy agency has developed a tiered reimbursement system to compensate informal providers for obtaining the same training required of registered providers.

Other Quality Activities.

The Child Care Division will use CCDF funds to increase support to CCR&R agencies state-wide and to strengthen the CCR&R network.

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- 5.5 Is any entity identified in sections 5.1 or 5.4 a non-governmental entity?
() No.
(X) Yes, the following entities named in this Part are non-governmental:

Some CCR&Rs are housed within nonprofit agencies.

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PART 6 - HEALTH AND SAFETY REQUIREMENTS FOR PROVIDERS

(ONLY THE 50 STATES AND THE DISTRICT OF COLUMBIA COMPLETE PART 6. ONLY TERRITORIES COMPLETE PART 7.)

The National Resource Center for Health and Safety in Child Care (NRCHSCC) of DHHS's Maternal and Child Health Bureau supports a comprehensive, current, on-line listing of the licensing and regulatory requirements for child care in the 50 States and the District of Columbia. In lieu of requiring a State Lead Agency to provide information that is already publicly available, ACF accepts this compilation as accurately reflecting the States' licensing requirements. The listing, which is maintained by the University of Colorado Health Sciences Center School of Nursing, is available on the World Wide Web at: <http://nrc.uchsc.edu/>

Section 6.1 - Health and Safety Requirements for Center-Based Providers (658E(c)(2)(F), §§98.41, §98.16(j))

6.1.1 Are all center-based providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:

- YES, answer 6.1.2 and proceed to 6.2.
 NO, answer 6.1.2 and 6.1.3.

6.1.2 Have center licensing requirements as relates to staff-child ratios, group size, or staff training been modified since approval of the last State Plan?
(§98.41(a)(2) & (3))

- YES
 NO

6.1.3 For that center-based care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

- The prevention and control of infectious disease (including age-appropriate immunizations)

Center-based providers deliver child care through standards that are comparable to certified centers. Providers must comply with state health agency requirements for age appropriate immunizations and follow control procedures in the event of a communicable disease outbreak.

- Building and physical premises safety

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Facility standards are similar to certified center care and must be in compliance with state and local safety codes.

- Health and safety training

Providers are encouraged to participate in basics training coordinated through the Center for Career Development in Childhood Care and Education at Portland State University. All providers are required to complete training in Recognizing and Reporting Child Abuse and Neglect. All providers are also encouraged to participate in First by Five Infant-Toddler Training. All providers, substitute caregivers and persons having unsupervised access to children are checked through the State Police law enforcement data system and child protective service records.

Section 6.2 - Health and Safety Requirements for Group Home Providers (658E(c)(2)(F), §§98.41, 98.16(j))

6.2.1 Are all group home providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:

- (X) YES, answer 6.2.2 and proceed to 6.3.
- () NO, answer 6.2.2 and 6.2.3.

6.2.2 Have group home licensing requirements as relates to staff-child ratios, group size, or staff training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

- () YES
- (X) NO

6.2.3 For that group home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

There are no exempt group homes

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Section 6.3 - Health and Safety Requirements for Family Providers (658E(c)(2)(F), §§98.41, 98.16(j))

6.3.1 Are all family home child care providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:

YES, answer 6.3.2 and proceed to 6.4.

NO, answer 6.3.2 and 6.3.3.

6.3.2 Have family home child care provider requirements as relates to staff-child ratios, group size, or staff training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

YES

NO

- CCD – "Providers are required to attend both pre-registration training (child abuse and neglect, first aid, CPR, and food handler certification) and on-going training (8 hours in the 2-year registration period on child care related topics) during registration."
- DHS – Enhanced Provider Program: Subsidized providers receive a 7% increased subsidy when they meet the training requirement set by CCD. Providers are encouraged to participate in basics training coordinated through the Center for Career Development in Childhood Care and Education at Portland State University. All providers are also encouraged to participate in First by Five Infant-Toddler Training. All providers, substitute caregivers and persons having unsupervised access to children are checked through the State Police law enforcement data system and child protective service records.

6.3.3 For that family home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

- The prevention and control of infectious disease (including age-appropriate immunizations)

Oregon Administrative Rules govern requirements for listed providers. This is further referenced in attachment E. Effective July 1, 1999, DHS requires families applying for subsidized child care to meet immunization requirements (OAR 461-135-0400).

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- Building and physical premises safety: See attachment E.
- Health and safety training: See attachment E.

Section 6.4 - Health and Safety Requirements for In-Home Providers (658E(c)(2)(F), §§98.41, 98.16(j))

- 6.4.1 Are all in-home child care providers paid with CCDF funds subject to licensing under State law which is reflected in the NRCHSCC's compilation referenced above? If:
() YES, answer 6.4.2 and proceed to 6.5.
(X) NO, answer 6.4.2 and 6.4.3.
- 6.4.2 Have in-home health and safety requirements as relates to staff-child ratios, group size, or training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

() YES
(X) NO
- 6.4.3 For that in-home care which is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:
- The prevention and control of infectious disease (including age-appropriate immunizations)

See attachment E. Effective July 1, 1999, the subsidy agency requires families applying for subsidized child care to meet immunization requirements (OAR 461-135-0400).
 - Building and physical premises safety: See attachment E.
 - Health and safety training: See attachment E.

Section 6.5 - Exemptions to Health and Safety Requirements

At State option, the following relatives: grandparents, great grandparents, aunts, uncles, or siblings who live in a separate residence from the child in care, may be exempted from

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health and safety requirements (658P(4)(B), §98.41(a)(1)(ii)(A)). Indicate the Lead Agency policy regarding these relative providers:

- (X) All relative providers are subject to the same requirements as described in sections 6.1 - 6.4 above, as appropriate; there are no exemptions for relatives or different requirements for them.
- () All relative providers are exempt from all health and safety requirements.
- () Some or all relative providers are subject to different health and safety requirements from those described in sections 6.1 - 6.4. The following describes those different requirements and identifies which relatives they apply to:

Section 6.6 - Enforcement of Health and Safety Requirements

Each Lead Agency is required to certify that procedures are in effect to ensure that child care providers of services for which assistance is provided comply with all applicable health and safety requirements. (658E(c)(2)(E), §§98.40(a)(2), 98.41(d)) The following is a description of how health and safety requirements are effectively enforced:

Certification renewal for center based facilities and group homes involves an annual onsite inspection by the Child Care Division. Facilities are also inspected by semi-annual drop-in visits from Division certifiers. Family child care homes caring for more than three children from more than one family are required to be registered by the Division. Family child care home requirements are enforced through on-site reviews of providers who are newly registering, reopening, or changing address and through investigation of complaints. The lead agency has submitted a budget request to conduct on-site reviews of all providers upon renewal of registration of family child care homes. Current enforcement options include suspension, revocation or civil penalties.

- Are child care providers subject to routine unannounced visits?
 - () No
 - (X) Yes, and the following describes the providers subject to unannounced visits and the frequency of those visits.

Center and Group home providers are subject to annual unannounced monitoring visits. Family child care providers receive unannounced visits to investigate serious complaints.

- Are child care providers subject to background checks?
 - () No
 - (X) Yes, and the following describes the providers subject to background checks.

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All registered, certified, and subsidized providers are subject to background checks.

- Does the State require that child care providers report serious injuries that occur while a child is in care? (Serious injuries are defined as injuries requiring medical treatment by a doctor, nurse, dentist, or other medical professional.)

- No
- Yes, and the following describes the State’s reporting requirements and how such injuries are tracked (if applicable).

All injuries that occur in regulated child care that require 3rd party medical attention must be reported to the Child Care Division. The CCD maintains a database to track the number and nature of the injuries.

- Other methods used to ensure health and safety requirements are effectively enforced:

1) All persons who wish to work in licensed child care in Oregon must first be enrolled in the Criminal History Registry. In order to be enrolled, an individual must pass a background check that includes state criminal history and child protective services check. FBI checks are required for applicants who have lived out of state during the previous 18 months, or whose state check indicates a multi-state offender. Registry Enrollment must be renewed every two years. The state checks police records on a quarterly basis for any additional convictions by the provider or household members.

2) Center-based care – Zoning, Health Dept., Sanitation Inspection, and Occupancy, and Building Codes apply.

3) Group homes - Oregon Department of Health Sanitation rules apply. Non-occupied same as center rules/regulations.

Section 6.7 – Exemptions from Immunization Requirements

The State assures that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendations for childhood immunizations of the State public health agency. (§98.41(a)(1))

The State exempts the following children from immunization (check all that apply):

_____ Children who are cared for by relatives (defined as grandparents, great grandparents, siblings (if living in a separate residence), aunts and uncles).

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Children who receive care in their own homes.

Children whose parents object to immunization on religious grounds.

Children whose medical condition contraindicates immunization.

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APPENDIX 1 -- PROGRAM ASSURANCES AND CERTIFICATIONS

The Lead Agency, named in Part 1 of this Plan, assures that:

- 1) upon approval, it will have in effect a program which complies with the provisions of the Plan printed herein, and is administered in accordance with the Child Care and Development Block Grant Act of 1990 as amended, Section 418 of the Social Security Act, and all other applicable Federal laws and regulations. (658D(b), 658E(a))
- (2) the parent(s) of each eligible child within the State who receives or is offered child care services for which financial assistance is provided is given the option either to enroll such child with a child care provider that has a grant or contract for the provision of the service; or to receive a child care certificate. (658E(c)(2)(A)(i))
- (3) in cases in which the parent(s) elects to enroll the child with a provider that has a grant or contract with the Lead Agency, the child will be enrolled with the eligible provider selected by the parent to the maximum extent practicable. (658E(c)(2)(A)(ii))
- (4) the child care certificate offered to parents shall be of a value commensurate with the subsidy value of child care services provided under a grant or contract. (658E(c)(2)(A)(iii))
- (5) with respect to State and local regulatory requirements, health and safety requirements, payment rates, and registration requirements, State or local rules, procedures or other requirements promulgated for the purpose of the Child Care and Development Fund will not significantly restrict parental choice from among categories of care or types of providers. (658E(c)(2)(A), §98.15(p), §98.30(g), §98.40(b)(2), §98.41(b), §98.43(c), §98.45(d)).
- (6) that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendation for childhood immunizations of the State public health agency. (§98.41(a)(1))

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The Lead Agency also certifies that:

- (1) it has procedures in place to ensure that providers of child care services for which assistance is provided under the Child Care and Development Fund afford parents unlimited access to their children and to the providers caring for their children during the normal hours of operations and whenever such children are in the care of such providers. (658E(c)(2)(B))
- (2) it maintains a record of substantiated parental complaints and makes information regarding such complaints available to the public on request. (658E(c)(2)(C))
- (3) it will collect and disseminate to parents of eligible children and the general public, consumer education information that will promote informed child care choices. (658E(c)(2)(D))
- (4) it has in effect licensing requirements applicable to child care services provided in the State. (658E(c)(2)(E))
- (5) there are in effect within the State (or other area served by the Lead Agency), under State or local law, requirements designed to protect the health and safety of children; these requirements are applicable to child care providers that provide services for which assistance is made available under the Child Care and Development Fund. (658E(c)(2)(E))
- (6) procedures are in effect to ensure that child care providers that provide services for which assistance is provided under the Child Care and Development Fund comply with all applicable State or local health and safety requirements. (658E(c)(2)(G))
- (7) payment rates under the Child Care and Development Fund for the provision of child care services are sufficient to ensure equal access for eligible children to comparable child care services in the State or sub-State area that are provided to children whose parents are not eligible to receive assistance under this program or under any other Federal or State child care assistance programs. (658E(c)(4)(A))

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APPENDIX 2 - ELIGIBILITY AND PRIORITY TERMINOLOGY:

For purposes of determining eligibility and priority for CCDF-funded child care services, lead agencies must define the following terms. (658P, 658E(c)(3)(B))

- (1) attending (a job training or educational program; include minimum hours if applicable):
Satisfactory participation in a job training or educational program that requires absence from the child on a part time or full time basis. Authorized care will be for reasonable hours of care needed to support participation in the program, including meal and commute time. Care may be authorized for gaps up to two weeks between or before scheduled program or activities, if necessary to keep the provider.
- (2) in loco parentis: In place of the parent; may include, but is not limited to, a step parent, guardian, or legal guardian.
- (3) job training and educational program: A job training program is one that includes technical or vocational courses leading to an occupation or employment, and other job training activities which lead to employment. An educational program is an accredited program which leads to an academic diploma, degree or certificate and has reasonable employment opportunity. A licensed substance abuse program shall be considered an educational program for eligibility purposes.
- (4) physical or mental incapacity (if the Lead Agency provides such services to children age 13 and older): See specials needs definition (#7)
- (5) protective services: Children who have either experienced abuse or neglect or are at risk of abuse or neglect as a result of their parent/primary caregiver's use and/or abuse of alcohol or other drugs. A child is determined eligible by virtue of the parent's eligibility for treatment. Also, a child in the custody of the State Office for Children and Families will be eligible for child care. A foster parent must be working or attending an education or training program.
- (6) residing with: Children shall reside with a parent, who is the person responsible for the care, control and supervision of the child. Parent means a parent by blood, marriage or adoption, legal guardian, or other person standing in loco parentis.
- (7) special needs child (Child with Special Needs): A child with disabilities under age 18 and who may require a level of care over and above the norm for his/her age due to a physical, developmental, mental, behavioral, or medical disability such as mental retardation, cerebral palsy, Down Syndrome, autism, serious

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emotional and behavioral disorders, attention deficit hyperactivity disorder, mental health disorders, hearing impairment, vision impairment, physical or mobility disabilities, serious chronic illness, brain injury and other disabilities. The higher level of care may include, but is not limited to, additional staffing, special medical procedures, adaptive equipment, structural or other types of accommodation. The disability may be verified by one of the following: 1) physician; nurse practitioner; licensed/certified psychologist or clinical social worker; 2) eligibility for early intervention/early childhood special education services or school-age special education services; or 3) eligibility for Supplemental Security Income (SSI).

- (8) very low income: 185% of FPL.
- (9) working (include minimum hours if applicable): employment in an occupation which provides earned income and requires periodic absence from, or an inability to care for a dependent child. Earned income includes (a) compensation for services performed, (b) income from on-the-job training, or other paid work experience, (c) in-kind income in exchange for work performed, (d) income from self-employment, (e) flexible benefits that the employee has the option of taking in cash.
- (10) Additional terminology related to conditions of eligibility or priority established by the Lead Agency:

Child of a teen parent - child care for parents under the age of 20 who are actively participating in a high school diploma or high school equivalency program.

Child of a parent in substance abuse treatment - child care for parents who are participating in state approved substance abuse treatment prior to reentry to the work force. The treatment service must include a recognized women's program.

Child of a parent in farm work - child care for parents employed in migrant and/or seasonal agriculture as defined by Oregon Administrative Rules.

Child of a post secondary student parent: child care for parents enrolled full time in vocational schools, community colleges, or institutions of higher education. Student-parents must demonstrate passing grades to maintain eligibility.

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ATTACHMENTS:

- A - EXECUTIVE SUMMARY OF WORKGROUP RECOMMENDATIONS
- B - PAYMENT RATES
- C - MARKET RATE METHODOLOGY
- D - COPAYMENT STANDARDS
- E - PROVIDER LISTING REQUIREMENTS
- F - COPY OF PUBLIC HEARING NOTICE