



Practice Points

THE PURPOSE OF THE EXCEPTION BUTTON WHEN AUTHORIZING PROTECTIVE SERVICES CHILD CARE

The purpose of this practice point is to clarify the use of the exception button when authorizing protective services child care in the FAMIS/FACES Interface.

During the school year, school age children should not have a need for full time units of care during the day. Child care for school age children is limited to half and/or part units of care from October 1 through April 30. When there is a need, staff should select the exception button to have five (5) full time units of care, per month, automatically added to the child care authorization. The additional units of authorization can be used to cover possible school absences, school holidays, snow days, teacher's meetings, or other days school may not be in session.

If there are more than five (5) days school is not in session during the designated months, the child care provider should utilize the Child Care Provider Payment Resolution Request (CD-147) to request a possible corrective payment for payment of the additional units of care provided. The Child Care Provider Relations Unit (CCPRU) will still need to make a correction payment if school is not in session more than five (5) days in a month. The exception also allows CCPRU to pay additional full time units of care, without contacting staff to verify eligibility.

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