



Practice Points

OFFERING CHILD CARE APPLICATIONS

Because of the emphasis placed on the processing of Food Stamps, Temporary Assistance, MOHealthNet, and other applications for assistance, sometimes remembering to ask a family about their need for child care falls off our radar! However, Child Care Assistance is one of the most valuable tools in the arsenal of supports that the Family Support and Children's Divisions can provide families to ensure they remain working and self-supporting or on track to becoming self-sustaining.

Eligibility and Support staff is reminded a Child Care Application/Eligibility Statement (IM-1CC) for Child Care Assistance should be offered to all individuals contacting local FSD offices for other Income Maintenance assistance program applications and/or re-applications. The Child Care Application/Eligibility Statement should be:

- Provided to the applicant in person in the office or
- Mailed to the applicant, or
- If the applicant states a preference, refer the individual to <http://dss.mo.gov/cd/childcare/pdf/ccapplication.pdf> to access the IM-1CC on-line via the Internet.

Also advise the individuals requesting and/or receiving the Child Care Application/Eligibility Statement of the documentation required for verification of the information recorded on the form, who to contact if they have questions regarding the form, and where to return the form and required documentation.

Make offering a Child Care Assistance Application/Eligibility Statement part of your routine! This one small action could go a long way towards improving the economic future of someone who really can benefit from it.

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