



Addendum To Contract for DHS Families 2023

Here at A Solid Foundation, we are happy to help our local residents who need DHS assistance for paying for their childcare expenses. However, we expect our DHS families to follow all contract guidelines set forth for private paying parents.

In order for ASF to accept your child with DHS payments, you have responsibilities as parents. You are responsible for turning in all necessary paperwork to the local resource and referral agency in the time in which is expected.

- ❖ If you are new to DHS childcare and have not been approved, you will need to supply a copy of the completed application in its entirety including proof of school and/or income to the director at A Solid Foundation prior to your child attending. In addition, you will need to supply A Solid Foundation with a copy of the stamped approval that the application has been submitted to the local resource and referral. Our directors can also submit completed applications directly to the YWCA for you.
- ❖ If you are changing providers you will need to supply A Solid Foundation with a copy of your approval for your last provider as well as a copy of the change of provider form stamped for receipt from your local resource and referral.
- ❖ If you are currently receiving benefits from DHS for daycare at A Solid Foundation, you will be required to give a stamped copy of your redetermination paperwork receipt from the resource and referral agency to the daycare director no later than 2 weeks prior to your case expiring. Again, we are happy to assist but you must ask for our help.

A Solid Foundation charges a higher rate for services than the Department of Human Services pays for childcare expenses. For each DHS child that ASF serves, we are losing between \$160-\$200 monthly. We do not get to bill the state for our private rates, rather the state pays one rate for all centers within the county. In addition, the state of Illinois does NOT prepay for your services, and we actually wait nearly 6 weeks for payment after service. In order for ASF to offer the highest quality of care, we require that DHS families make up for this loss. Therefore, please be advised, that this is an additional co-pay fee from ASF and parents will be responsible for both the private copay as well as their DHS copay assigned by the state of IL.

In the event that your case has not been approved by DHS at the time of enrollment, ASF will assess your copayment amount based on the information provided by you as a parent. If this amount changes once you are approved by DHS, your account will be adjusted.

A Solid Foundation does not have any say in DHS determined parent co-pays. Those are determined by DHS and the local resource and referral, and do not change based on the childcare facility that you use. The agency does not pay for care in advance; therefore they only use ACP rates in fee structure.

If your case does not get approved for any reason, you will be expected to pay A Solid Foundation out of pocket for all daycare expenses that have been accrued during the determination waiting period, as if you are a private paying client. You will be asked to come up with a payment plan with the director if your case is denied.

DHS determined copays are to be paid by the first of the month for the upcoming month. After one-week, late fees will begin to accrue as listed in the contract. The private copayment amount is required to be paid no later than the 15th of the month for the current calendar month of care.

Family Break Down

DHS Copayment (Due the 1st of each month): _____

Private Copayment (Due the 15th of each month):

Child's Name: _____

Child's Copay: _____

Child's Name: _____

Child's Copay: _____

Child's Name: _____

Child's Copay: _____

Child's Name: _____

Child's Copay: _____

DHS Copayment + Private Copay for each child=

Total Amount Owed by Family Monthly: _____

Next Application Due to Resource and Referral: _____

I have read the above and understand the above expectations:

Parent Signature: _____

Date: _____