



Alternative Payment Program

Children learning, parents earning, communities growing!

April 27, 2021

COVID-19 Update #8 16 Additional Paid Non-Operational Days due to COVID-19

CDA is pleased to inform child care providers that the State of California has authorized an **additional 16 paid non-operational days** due to closures related to COVID-19.

- These **16 COVID-19 related non-operational days** are in addition to the 14 COVID-19 related non-operational days previously authorized.
- All providers are eligible for up to 30 non-operational days for COVID-19 related closures between September 1, 2020 and June 30, 2021.
- These **30 COVID-19 related closure days** are in addition to the 10 non-operational days currently allowed for providers who have contractual terms requiring non-subsidized families to pay for closure days.

How to request reimbursement for the additional 16 non-operational days

- **Retroactive Request:**
 - If a provider was closed due to COVID-19 between September 1, 2020 and March 30, 2021 and was not reimbursed for all the available closure days (up to 30 days), the provider should contact their Provider Specialist to request an adjustment.
 - CDA will review the provider's closure dates, determine the number of days the provider is eligible to receive additional reimbursement and issue a positive adjustment.
- **Current/Ongoing Request:**
 - If a provider closes due to COVID-19 between April 1, 2021 through June 30, 2021 the provider must:
 - Report to their Provider Specialist the dates they are closed due to COVID-19.
 - Note on the attendance record for each child the COVID-19 related closure dates with the note "**Closed due to COVID-19.**"

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- **Reminder Regarding Daily Attendance:**

Providers and parents must continue to document daily attendance, with in and out times on each child's attendance record. Children should only be noted as absent when a child is not in care.

Please contact your Provider Specialist if you have any questions regarding COVID-19 non-operational days or the completion of attendance records.

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