



## Alternative Payment Program

Children learning, parents earning, communities growing!

September 28<sup>th</sup>, 2022

### Program Guidelines Addendum #1

Effective October 1<sup>st</sup>, 2022

#### The following changes were made:

- **Accurate Completion of Attendance Records (*policy revision*)**

Parents and providers must make sure that attendance records are completed properly, as detailed in these instructions and as required by WIC 10227.5. If attendance records are not completed properly, based on State requirements, the parent or provider (as applicable) will receive an *Attendance Record Warning Notice*.

If a fourth (4<sup>th</sup>) *Attendance Record Warning Notice* is issued within the same fiscal year:

- The parent or provider, as applicable, will be contacted by their Child Care Eligibility Specialist (CES)/ Provider Specialist (PS) within 10 business days for a consultation meeting on completing attendance records accurately and in accordance with WIC 10227.5.

- **Termination of Child Care Services (*removed reason*)**

Removed reason for termination: Repeatedly failing to complete CDA's attendance records properly.

#### The follow definitions were added to the Glossary of Terms:

- **Children with exceptional needs (WIC 10213.5 (I))**

- Infants and toddlers under three years of age who have been determined to be eligible for early intervention services. These children include an infant or toddler with a developmental delay or established risk condition, or who is at high risk of having a substantial developmental disability. These children shall have active individualized family service plans (IFSP), shall be receiving early intervention services, and shall be children who require the special attention of adults in a child care setting.
- Children 3 to 21 years of age, inclusive, who have been determined to be eligible for special education and related services by an individualized education program team and who meet eligibility. These children shall have an active individualized education program (IEP), shall be receiving early intervention services or appropriate special education and related services, and shall be children who require the special attention of adults in a child care setting. These children include children with intellectual disabilities, hearing impairments (including deafness), speech or language impairments, visual impairments (including blindness), serious emotional disturbance (also referred to as emotional disturbance), orthopedic impairments, autism, traumatic brain injury, other health impairments, or specific learning disabilities, who need special education and related services.



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- **Severely disabled children (WIC 10213.5 (y))**  
Children with exceptional needs from birth to 21 years of age, inclusive, who require intensive instruction and training in programs serving pupils with the following profound disabilities: autism, blindness, deafness, severe orthopedic impairments, serious emotional disturbances, or severe intellectual disabilities. “Severely disabled children” also include those individuals who would have been eligible for enrollment in a developmental center for handicapped pupils.

### The following policies are no longer in effect:

The below policies have been removed as the California Department of Social Services (CDSS) no longer has statutory language in the *Alternative Payment Program Funding Terms and Conditions* that supports these policies any longer.

- **Uniform Complaint Procedures**
- **Provisional Provider**

If you have any questions regarding this addendum please contact your Specialist at [\(619\) 427-4411](tel:6194274411).