

CHILD CARE

Getting and Keeping Child Care

Below is a listing of the names and addresses of CCR&R agencies that manage vouchers that are located in Massachusetts. If you are not sure which agency covers your specific area, you can call the CCR&R Network at 1-800-345-0131. The automated message (in both English and Spanish) will tell you to enter your home zip code. You will then be connected with the appropriate CCR&R.

Beverly • Child Care Circuit • 180 Cabot Street, 2nd floor • Beverly, MA 01915
Tel. 978-921-1631

Boston • Child Care Choices of Boston • 105 Chauncy Street • Boston, MA 02111
Tel. 617-542-KIDS or 617-542-5437

Brockton • Home/Health & Child Care Services • P.O. Box 640 • 15 Jonathan Drive • Brockton, MA 02403
Tel. 508-588-6070

Cambridge • Child Care Resource Center • 130 Bishop Allen Drive • Cambridge, MA 02139
Tel. 617-547-9861 or 617-574-1063

Cape Cod • Child Care Network of Cape Cod and the Islands • P.O. Box 954 • 115 Enterprise Road • Hyannis, MA 02601
Tel. 508-778-9470 or 1-888-530-2430

Concord • Child Care Search • Concord Office Center Suite 102 • 2352 Main Street • Concord, MA 01742
Tel. 978-897-6400 or 1-800-455-8326

Fitchburg • Child Care Resources • 76 Summer Street, Suite 345 • Fitchburg, MA 01420
Tel. 1-800-660-6269

Greenfield • Franklin Community Action Corp. • 393 Main Street • Greenfield, MA 01301
Tel. 413-774-2318

Holyoke • New England Farm Workers' Council • 205 High Street • Holyoke, MA 01040
Tel. 413-322-0200

Lawrence • Child Care Circuit • 190 Hampshire Street • Lawrence, MA 01840
Tel. 978-686-4288

New Bedford • Child Care Works • 4 Park Place, Room 101 • New Bedford, MA 02740
Tel. 508-999-9930 or 1-800-338-1717

Northampton • Child Care Focus • 557 Easthampton Road • Northampton, MA 01060
Tel. 413-582-4218 or 1-800-962-5511

Pittsfield • Resources for Child Care • 152 North Street, Suite 230 • Pittsfield, MA 01201
Tel. 413-443-7830

Quincy • Community Care for Kids • 1509 Hancock Street • Quincy, MA 02169
Tel. 617-471-6473

Springfield • New England Farm Workers' Council • 1628-1640 Main Street • Springfield, MA 01103
Tel. 413-272-2207

Worcester • Child Care Resources • 90 Madison Street • Worcester, MA 01608
Tel. 508-798-8112

Safe, affordable child care is the number one priority for any parent who is working, participating in the Structured Job Search Program, in a training program or going to school. **This information will help you make decisions about this important priority.**

If you are currently receiving TAFDC, or if you recently received TAFDC, you may be eligible for subsidized child care.

- If you are receiving TAFDC, you may be eligible for subsidized child care while working or participating in an approved employment plan activity. If you work or participate in an activity for 20 hours per week, you may be eligible for part-time child care. If you work or participate in an activity for 30 or more hours per week, you may be eligible for full-time child care.
- If you received TAFDC within the last 12 months and are working, you may be eligible for child care. Depending on your hours and work schedule, you may be eligible for either full-time or part-time child care (see above).

If you are eligible, DTA will issue you an authorization for financial assistance for child care. After you get the authorization, you must contact your local Child Care Resource and Referral Agency (CCR&R) to have a financial assistance voucher written to help in paying for child care. The types of child care in Massachusetts are: child care centers, after-school child care, family child care homes, in-home care and relative child care. You may choose to place your child in any of these types of child care programs. Financial assistance is available for children who are infants through age 12 or, if a special needs child, through age 16.

In order to receive subsidized child care you need to follow these steps:

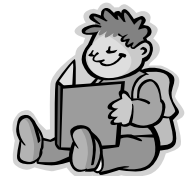
See your DTA worker who will:

- Determine if you are eligible for subsidized child care
- Issue an authorization for child care which you need to bring to your local Child Care Resource and Referral (CCR&R) agency to get a voucher



Make an appointment with your CCR&R:

- Call your CCR&R for an appointment
- Meet with your CCR&R counselor who will explain:
 - What to look for when you visit child care programs
 - The different types of care available: family child care homes, child care centers and after school programs licensed by the Office of Child Care Services (OCCS) or care in your home or with a relative
 - How the child care is paid for: Some parents do not pay a fee, others pay a fee based on their income



The CCR&R counselor will then write a voucher to the provider you choose.

You are responsible for:

- Choosing your own child care program
- Visiting the child care program
- Making sure you have a valid voucher
- Determining the start date of your child's care

Remember:

- You must immediately notify your DTA worker when you change activities
- You must immediately notify your CCR&R counselor if your family size, income or activity changes.



Information to Review with Your Local Child Care Resource and Referral Agency

At the first meeting with the CCR&R they will share with you the listed information on child care and other benefits available to you. At least every six months, the CCR&R will review your income and service need to determine that you are still eligible for a financial assistance voucher.



OCCS Licenses and Monitors Child Care Programs:

OCCS sets the rules for health, safety and staffing. The license means the provider has met the OCCS standards for quality care for children.

Types of Care:

Child Care Centers provide full or part-time care for groups of children. These programs may care for infants, toddlers and preschoolers and for school-age children during non-school hours.

- **Infant/Toddler Care** programs serve children from birth through two years and nine months.
- **Nursery Schools, Preschools and Private Kindergartens** typically provide care for children who are two years and nine months through five years of age.
- **Early Head Start/Head Start** programs provide child care for eligible children whose families receive public assistance, children with a disability and low-income families.
- **School Age Child Care** (often called extended day or after school programs) provides care for school age children before and after school or during school vacations.

Family Child Care is care for children in a provider's home. Licensed family child care providers can care for up to six children (two under age two) at a time, including their own. If the provider has an approved assistant, the provider may care for up to 10 children.

Family Child Care Systems provide support to family child care providers including training and technical assistance. They also provide health and social service referrals to children receiving care with these child care providers.

Other:

- In-Home Care is exempt from licensing and is provided in your own home.
- Relative Care is exempt from licensing and is care provided by a relative.

Transitional Child Care:

You must have the requirements for obtaining and keeping Transitional Child Care explained.



What to Look for When Seeking Child Care:

- Provider interacts positively with the children
- Space that is clean, safe and inviting
- Play space is available both indoors and outdoors
- A mix of both quiet and active playtime activities
- Plenty of toys and learning materials
- Provider encourages parental participation
- Snacks and meals, if available, are nutritious



Parent Fees

- You must be informed about:
 - How the fee is determined
 - Who pays a fee
 - How the fee is collected
- You will be instructed to obtain a copy of the provider's fee policies including an explanation that care may be terminated for non-payment and/or late payment of fees.



Required Notifications:

You must notify DTA, the CCR&R, and the provider of any change in:

- family size (marriage, divorce, birth, any half-siblings or step children either entering or leaving),
- change in activity (school to work or employment),
- increase or decrease of wages



Other Subsidy Information:

Information on Community Partnership subsidies must be explained to you.

Eligibility for Food Stamp Benefits:

A household with a child under 19 is categorically eligible for food stamp benefits. You should contact the Department of Transitional Assistance to determine financial eligibility.

Determining the Need for Additional Referrals and Information

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|-------------------------------------|-----------------------------------|
| • Food Stamp Program | • Fuel Assistance |
| • Child Support | • Domestic Violence |
| • MassHealth | • Public or Subsidized Housing |
| • Children's Medical Security Plan | • Mental Health Services |
| • Transportation - Access to Jobs | • MA Substance Abuse Information |
| • Women, Infants and Children (WIC) | • Job Search/Work Support Program |
| • Earned Income Credit (EIC) | |

