

NEW C4K PROVIDER

Submits PPA to C4K



C4K performs health and safety compliance check for orientation requirements



Compliance check results confirmed next day

YES

NO

Provider receives – *Notice of Provider Compliance Letter*

Provider receives – *Notice of Provider Non-Compliance Letter*

Compliance check daily* for 30 days

Day 31 – Provider receives – *Notice of Provider Application Denial*

NOTE

All new C4K providers should complete all orientation requirements for program staff prior to applying for C4K. This can be checked by provider in OEC Professional Registry.

*Daily – business days only

EXISTING C4K PROVIDERS

MONTHLY ORIENTATION COMPLIANCE

C4K

Check all existing providers annually for compliance with H&S orientation requirements

Provider is compliant with H&S orientation requirements

YES

NO

No notice is mailed; Provider remains active on C4K

Provider and all active families receive - *Notice of Provider Non-Compliance*

Compliance check daily* for 3 months

Provider is compliant with H&S orientation requirements

YES

NO

Provider and active families receive - *Notice of Provider Compliance Letter*

Provider and all active families receive - 2nd month - *Notice of Provider Non-Compliance (reminder)*

Provider and all active families receive - end of 3rd month - *Notice of Suspension*

*Daily - business days only

EXISTING C4K PROVIDERS

PROVIDER SUSPENSION

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The provider will be suspended from enrolling new C4K families. Provider will continue to receive payments and active families with that provider can remain with them until their redetermination.

Provider and all active families receive. No new C4K families may be enrolled. No new certificates created - *Notice of Suspension*

Compliance check daily* for 3 months

Provider is compliant with H&S orientation requirements

YES

NO

Provider and active families receive - *Notice of Provider Compliance Letter*; new families may be enrolled

Provider and all active families receive - *Notice of Provider Discontinuance*

*Daily - business days only

EXISTING C4K PROVIDERS PROVIDER DISCONTINUANCE

Provider and all active families receive - *Notice of Provider Discontinuance*

PROVIDER DISCONTINUANCE

The provider will be discontinued from the C4K program and is no longer an approved C4K provider. The provider will continue to receive payments until the families' eligibility ends unless the certificate is canceled for other reasons prior to the eligibility end date. Families will be notified when they need to choose a new child care provider.

C4K will no longer continue to monitor your program's compliance. If your program becomes compliant with the Care 4 Kids Health and Safety requirements in the future, a Parent Provider Agreement (PPA) form must be received for each eligible family you provide care for. Once a PPA is received, we will verify your program's compliance.