

CHILD CARE UPDATES 2/28/07

CYS Finance has been temporarily approving Child Care case files based on CY5 initial review. Child Care case files are being entered into CCMIS allowing agencies to be reimbursed. To date, case files on IMEDGE have been temporarily approved and entered into CCMIS thru February 9, 2007. **Note, IMEDGE case files will not reflect this approval. Case files will receive a determination (Reject, Denied, or Canceled) when the verification process on IPACS is completed.**

As part of the verification process, agencies will be notified if additional information is required or if the case is being denied or canceled. Nonetheless, agencies will be reimbursed for Cases as follows:

Denied Cases will be reimbursed based upon the child start date, and/or signature dates (per 02.02.01 - Establishing Eligibility) up to and including the date of the CY5 Denied Case notice, provided that the child was in attendance.

Canceled Cases will be reimbursed for service days thru the effective date of cancellation.

Canceled Cases are given 10 calendar days from the date of the CY5 notice of cancellation.

The cases that have been temporarily approved will appear on CCMIS for February billing. Once you submit your billings on-line you should also be able to do supplemental billings.

CCMIS Billing Problems/Missing Child/ren/Days

Effective March 1, 2007, CY5 Finance will begin to process email Inquiries for missing children/days. **Emails previously sent to HSFINANCE via CCMIS prior to this date will *not* receive a response.** Therefore, information contained in previous emails must be carefully reviewed, updated and resent. We do not want to duplicate our efforts in resolving inquiries.

Prior to listing child/applicant information as missing, check the CCMIS Supplemental System to see if children have already appeared on the billing. The CCMIS Supplemental System is updated everyday. In addition, please verify with your agency's program staff to check if cases have been either "Canceled" or "Denied" to determine end of eligibility and reimbursement period.

Please use the posted spreadsheet (Please click here for spreadsheet) to report missing children/days. Use a separate page for each program activity number. However, report child/ren only once as missing and indicate in the appropriate column the subsequent months "Missing From" and "Through Month" for which you are seeking reimbursement and state if the case was sent via IMEDGE or by

hard copy. In the column "Type of Document Submitted" indicate either Application, Re-determination or if a Change of information form was actually submitted.

Should you have any questions please call Martha Rashedi at 312-743-1633.
Thanks.