



## Office of Children and Family Services

ANDREW M. CUOMO  
Governor

SHEILA J. POOLE  
Acting Commissioner

January 24, 2017

John F. O'Neill, Commissioner  
Suffolk County Department of Social Services  
3085 Veterans Memorial Highway  
Ronkonkoma, NY 11779

Dear Commissioner O'Neill:

This letter is in response to your request to amend Suffolk County's 2016 Child and Family Services Plan Annual Plan Update. Suffolk County Department of Social Services (SCDSS) proposed to request the following waivers of regulatory provisions that are non-statutory for the Early Head Start-Child Care Partnership program.

### **Family co-pay**

Waive 18 NYCRR § 415.3(e) which requires that each family receiving child care services, with the exception of a family on temporary assistance, pay a family share based on income. This waiver pertains only to families in receipt of child care in lieu of Temporary Assistance, and only for the child(ren) participating in an Early Head Start Child Care Partnership program. This waiver would NOT apply to households that move out of Suffolk County.

### **Flexibility in eligibility periods**

Waive 18 NYCRR § 404.1(c) which requires that redetermination be made not less than every 12 months. This waiver will allow districts to match child care eligibility periods to the Early Head Start Child Care Partnership program period regardless of disruptions in the parent's eligibility. This waiver only applies to the child(ren) participating in an Early Head Start-Child Care Partnerships. This waiver would NOT apply to households that move out of Suffolk County.

### **Flexibility in reporting changes in family circumstances**

Waive 18 NYCRR § 415.3(b) which requires that applicants are responsible for providing accurate, complete and current information regarding family income and composition, child care arrangements and any other circumstances related to the family's eligibility for child care services, and for notifying the social services district immediately of any changes in such information. This waiver would NOT apply to households that move out of Suffolk County.

The waiver would relax the income documentation/verification requirements and revise the redetermination process to relax/eliminate the need for parents to report even small changes in their circumstances that lead to a loss of eligibility for child care. This waiver would pertain only if the parent only has a child participating in an Early Head Start Child Care Partnership program.

This request has been approved and is effective January 24, 2017. If you have any questions about this approval or the child care section found in your district's 2012-2016 Child and Family Services Plan, please contact Michelle Clark at (518) 473-0676 or [Michelle.Clark@ocfs.ny.gov](mailto:Michelle.Clark@ocfs.ny.gov)

Sincerely,



Janice M. Molnar, Ph.D.  
Deputy Commissioner  
Division of Child Care Services