



## **Do you get money on your Access card for child care from the welfare office?**

### **How you pay for child care will change soon.**

#### **What will change?**

Starting June 1, you will not get money for child care on your Access card. Child Care Information Services (CCIS) will pay your child care provider directly.

The welfare office will still handle all of your other benefits.

Your child care provider, even a family member, can not live in your home and be paid to provide care.

There are very limited “special circumstances” that have to be met for you to be able to pay someone to provide child care in your home.

#### **What do I have to do now?**

Make sure the welfare office knows how to reach you and how to reach your child care provider.

To update your contact information and/or the contact information for your child care provider, call the **Change Center at 215-560-7226**.

If your child care provider does not want to be paid by CCIS – or – if your provider lives in your home, you may need to begin looking for a new child care provider now.

For help finding child care, call the **toll free CCIS hotline: 1-888-461-5437 (1-888-461-KIDS)**

*See the other side of this flyer for more information.*

## **What will I have to do in the coming months?**

Tell your child care provider, even if she is a friend or family member, that she will have to sign up with CCIS to be paid starting June 1<sup>st</sup>. Anyone you pay for child care will have to:

- 1. Go to CCIS to fill out and sign a form (a “CCIS provider agreement”).**
- 2. Go to CCIS to have a criminal background and a child abuse background check completed.**
- 3. Submit paperwork to the CCIS to get paid.**

**You** will also have to meet with CCIS staff to learn how the child care system works. CCIS will contact you close to June 1<sup>st</sup>.

Make sure you read and respond to all CCIS contacts.

## **What else should your child care provider know?**

CCIS will report the money it pays to your child care provider to the IRS.

Once a year, your provider will get a 1099 form for filing taxes that will show the amount of money they were paid in the past year.

For now, make sure the welfare office has the right information to contact you and your child care provider.

Call your caseworker, or, the PCAO Change Center  
at 215-560-7226 (215-560-PCAO)  
to update this information.