



*Missouri*

# Child Care Subsidy *Program*





# Your Family Qualifies for Child Care Subsidy

*What are the Next Steps?*

## Step 1: Find a child care provider

Choosing the right care for your child is one of the most important decisions a parent can make. Here are some helpful resources:

- Child Care Aware of Missouri: Provides resource, referral & training services.  
[🌐 mochildcareaware.org](https://mochildcareaware.org) or call  
[📞 866-892-3228](tel:866-892-3228)
- Child Care Provider Search: Helps you find a child care provider near you and allows you to find out more about any provider you are interested in.

[🌐 https://healthapps.dhss.mo.gov/childcaresearch/searchengine.aspx](https://healthapps.dhss.mo.gov/childcaresearch/searchengine.aspx) or <https://mochildcareaware.org/child-care-search/>

## Step 2: Call the child care provider

- Ask the provider if there is an opening for your child and if they accept Child Care Subsidy payments.

## Step 3: Have your child authorized for care

- Call the Family Support Division (FSD) & ask that they authorize your child for care with the child care provider you choose.
- Give the name and phone number of your child care provider.
- Make sure FSD has received your schedule, or provide it if you haven't already.



# What Do I Pay for?

*You May Be Responsible for Paying Certain Fees. These Include:*

**Sliding Fee:** This is the portion of child care expenses that you must pay directly to your child care provider. This amount is based on your monthly income. Your authorization letter will tell you what your sliding fee is.

**Additional Fees:** If your provider charges more than the state base rate or has additional fees, you may be required to pay the provider for the additional amount. Parents must negotiate these fees directly with the child care provider.



The authorization letter will tell you what your daily sliding fee will be.

# What Does the Program Pay for?

## *Child Care Subsidy*

The Department of Elementary and Secondary Education will pay the state base rate which is an amount determined based on where your provider is located and the type of provider you choose.

*What Do I Need to Do?*

# To Make Sure My Child Care Is Covered?

## ✓ **Maintain an attendance record**

You will need to sign your child in and out of care each day.

## ✓ **Create an account and use the Child Care Business Information Solution (CCBIS)**

This will allow you to:

- Check your child in and out of care electronically
- Access your child care authorization, sliding fee, and benefit information
- Receive messages directly from your child care provider
- View and approve attendance



To learn more about CCBIS, visit [ccbismo.info/parents](http://ccbismo.info/parents).

## ✓ **Pay any fees you owe directly to your child care provider**

This will include your sliding fee and co-payment.

## ✓ **Report any changes to the Family Support Division**



You'll need to call 855-FSD-INFO (855-373-4636) to report any of the following changes:

- Your need for child care changes (ex. you'd like to switch child care providers, you no longer need child care, etc.)
- You lose your job or your schedule changes
- Your income changes
- Your address, phone number, or the number of people in your household changes

*In most cases, reporting changes will not end or decrease your benefit.*

Please note that although reporting these changes are required, this does not necessarily mean your child care coverage will change.

## ✓ **Know when your benefits expire and reapply before the deadline**

There are 4 ways to check the status of your benefits:



Visit [myDSS.mo.gov](http://myDSS.mo.gov) any time and select "Check My Status"



Go to your local FSD Resource Center



Call 855-FSD-INFO (855-373-4636)



Check your eligibility dates through the Child Care Business Information Solution (CCBIS)

## ✓ **It is your responsibility to reapply before your benefits expire**

You should receive a child care application in the mail **45 days** before your benefits expire. If you do not receive this form, please contact the Family Support Division immediately and request one or reapply online at [myDSS.mo.gov](http://myDSS.mo.gov)



There are 3 levels of  
Transitional Child Care  
you may qualify for:

### Level 1

The program pays **80%** of the  
Child Care Subsidy benefit.

**80%**

### Level 2

The program pays **60%** of the  
Child Care Subsidy benefit.

**60%**

### Level 3

The program pays **50%** of the  
Child Care Subsidy benefit.

**50%**

# What Does the Program Pay for?

## *Child Care Subsidy*

If your income increases you should reapply for the program even if you're not sure if you're still eligible. Help may still be available through the Transitional Child Care Program. This program helps families ease into paying for child care on their own.

# I Worry That My Child Isn't Being Treated Right

*Or Getting the Care They Need.  
What Should I Do?*



If you're worried that your child is in an emergency or life-threatening situation, call 911 immediately.

If you suspect your child is being abused or neglected, report it to the Missouri Child Abuse and Neglect Hotline:



1-800-392-3738. This number is answered 24 hours a day, 7 days a week, 365 days a year.



You can also file a complaint or concerns about your child care provider's service by visiting <https://dese.mo.gov/childhood/child-care/concerns>

**There are certain health and safety rules that all Missouri child care providers who accept Child Care Subsidy payments must follow:**

- Providers must have health and safety training (including first aid and CPR) before they can care for children.
- Providers, their staff, and any volunteers must pass national and state criminal, child abuse/neglect, and sex offender background checks.
- Providers will be observed and checked to make sure they meet health and safety standards.



To see the history of your child care provider's health and safety standards, you can visit <https://healthapps.dhss.mo.gov/childcaresearch/searchengine.aspx>



Help Is  
Available!

*How Can I Tell If*  
**My Child  
Has A  
Special  
Need?**

All children grow and learn at a different pace. If you are worried that your child is not progressing as quickly as other children their age, the Centers for Disease Control and Prevention (CDC) offers these general milestones that may be helpful:

If you do not feel that your child is meeting these milestones, help is available.



[cdc.gov/ncbddd/actearly/milestones/index.html](https://cdc.gov/ncbddd/actearly/milestones/index.html)



Resources can be found at <https://earlyconnections.mo.gov/developmental-screening>

# Helpful Resources for Families



## Child Care Resource and Referral

 <https://dese.mo.gov/childhood>


## HeadStart and Early HeadStart

 <http://www.moheadstart.org/>

 573-884-5078

## National Parent Helpline

 [nationalparenthelpline.org](http://nationalparenthelpline.org)

 855-427-2736

## Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

 <https://health.mo.gov/living/families/wic/>

 800-392-8209

## Show Me Child Care Provider Search

 <https://healthapps.dhss.mo.gov/childcaresearch/searchengine.aspx>

## Child Care Immunization Information

 <https://health.mo.gov/living/wellness/immunizations/index.php>

## Administration for Children and Families

 <https://www.acf.hhs.gov/>

 816-426-3981



# Resources for Families of Children With Special Needs

## Inclusion

 <https://dese.mo.gov/childhood/quality-programs/quality-initiatives>

Inclusion specialists from the Department of Elementary and Secondary Education (DESE) can help families find and select child care that meets their needs. They make sure all children receive quality care and are included in all activities regardless of their special needs. Inclusion specialists also provide free assistance to help the family care.

## Parents as Teachers

 [Parentsasteachers.org](https://Parentsasteachers.org)

 866-728-4968

Trained parent educators in this early childhood program focus on parent-child relationships and family well-being. The program uses personal visits, group connections, screenings, and resource referrals to help children reach their full potential.

## Early Childhood Special Education

 <https://dese.mo.gov/special-education>

 573-751-5739

This program provides free education to eligible children who have special needs. Children ages 3-5 can be tested to see if they have a developmental delay or disabling condition that may affect their education. Contact your local school district for details.

# Resources for Families of Children With Special Needs

## The Division of Developmental Disabilities

 [dmh.mo.gov/dd/](https://dmh.mo.gov/dd/)

 800-207-9329

By offering support and services that build self-confidence, the Division of Developmental Disabilities aims to improve the lives of Missourians with developmental disabilities. Family support services help those who want to support relatives who have a developmental disability both in the home and in the community.

## United 4 Children


 [United4children.org](https://united4children.org)

 314-531-1412

United 4 Children supports families, teachers, and caregivers. They provide children with healthy meals, create safe places to learn and play, and provide inclusive, social-emotional services for children with special needs or challenging behaviors.

## Missouri Family to Family


 [mofamilytofamily.org](https://mofamilytofamily.org)

 800-444-0821

Missouri Family to Family (MOF2F) serves people with disabilities and/or special healthcare needs, their families, and the professionals who support them. They offer personalized information, access to a mentor, training, and help with referrals.

## The Arc

 <https://www.thearc.org/>

 800-433-5255

The Arc campaigns for laws and policies that promote and protect the human rights of people with intellectual and developmental disabilities.





## Nondiscrimination Policy Statement

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, national origin, age, veteran status, mental or physical disability, or any other basis prohibited by statute in its programs and activities. Inquiries related to department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Director of Civil Rights Compliance and MOA Coordinator (Title VI/Title VII/Title IX/504/ADA/ADAAA/Age Act/GINA/USDA Title VI), 5th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).

**The Missouri Department of Elementary and Secondary Education is responsible for coordinating programs that provide:**

- Programs related to child care
- Home visiting
- Early learning and early intervention for children birth to age five
- Afterschool programs for school-age children

The Office of Childhood provides a comprehensive approach to childhood care and education in Missouri.





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