

**HIV Health Services Planning Council
Sacramento EMA**

SERVICE STANDARDS

Subject: Child Care Services

No.: SSC 08

Date Approved: 7/23/03

Date Revised: 5/24/06

Date Reviewed:

1. Ryan White Title I & II funding is to be used for HIV/AIDS medical services and for psycho-social and support services which significantly improve access and adherence to such medical services. As such, any child care services which are paid for through Ryan White Title I & II finding shall be related to HIV healthcare or other social support service appointments. Child care services shall not be used while the client is at work or seeking employment.
2. Ryan White Title I & II funding is to be expended in a cost effective, equitable manner which is based upon verified client need and encourages self-empowerment of clients. Child care services paid for with Ryan White Title I & II funds shall be administered through case management services provided in accordance with the allocation priorities and directives adopted by the Sacramento EMA HIV Health Services Planning Council (“HIV Planning Council”), or through an alternative assessment process administered by a RW Agency.
3. In accordance with the above:
 - A. Payments for child care may only be issued to the provider of the child care. They shall not be issued directly to the client.
 - B. Child care dollars may only be spent if the following conditions have been met:
 - i. Client/parent or client/guardian must provide a receipt for service from a babysitter, family member, community member or daycare agency. The receipt must contain the Name, business ID or social security number of the agency/person who provided the childcare.
 - ii. Documentation of medical, social, or support service appointment must be on file, and must include the date and hours of service provided, and the signature of the provider.
 - C. Agencies shall require clients to sign a liability release form which releases the issuing agency from all liability for the welfare of the child and/or the quality of the childcare provided, as well as responsibility for the provision of child care.

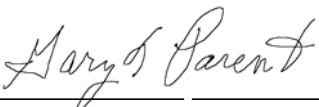
D. In the event of extended hospital stay, RW funds will be used only until alternative arrangements can be made, but shall not exceed seven (7) days for a single occurrence, unless granted an exception by the Fiscal Agent.

4. If available funding levels are anticipated to be less than the total need, agencies shall ensure that funds are distributed among the maximum possible number of clients who rely on RW funded child care services for critical needs. Agencies shall assure that no client receives any RW funded services unless such client is found to be eligible for services under such Eligibility Standards as may be adopted by the Planning Council.

5. Case Managers at RW Agencies may at any time submit to the RW Fiscal Agent requests for interpretation of these or any other Services Standards adopted by the HIV Health Services Planning Council, based on the unique medical needs of a client or on unique barriers to accessing medical care which may be experienced by a client.

6. RW Agencies shall provide a means by which Case Managers can obtain in-servicing and on-call advice related to interpreting client medical needs.

7. Clients shall have the right to request a review of any service denials under this or any other Services Standards adopted by the HIV Health Services Planning Council. The most recent review / grievance policies and procedures for the RW Agency shall be made available to each client upon intake. Such policies and procedures shall include an explanation of the criteria and process for accessing the Planning Council's Client Advocacy Program.

Adopted: 

Gary Parent, Chair