

I work third shift. Is child care available?

Yes. Information is available about providers who serve children whose parents work all shifts, including weekends.

How does my provider become a participating child care provider?

Child Care Information Services of Berks County has Agreements with more than 500 child care providers in Berks and neighboring counties.

Providers interested in signing an agreement with us, may call our office between 8 a.m. and 5 p.m. Monday through Friday.



how?

What other services are offered?

We maintain a computerized list and database with information (hours, ages, special programs, etc.) about certified child care providers in Pennsylvania. Any family may call our office to obtain individual referrals or a list of certified Berks County providers. We also have information available about other services for families.



what next?

How do I apply?

To apply for financial help with child care, or if you would like more information, our office hours are Monday through Friday 8 a.m.–5 p.m. Please contact us at:

610-987-CCIS (2247)

800-257-3038

Fax: 610-987-8428

e-mail: ccis@berksiu.org

or online at:

www.berksiu.org/ccis

All new applications are processed through the mail. Spanish-speaking caseworkers are available.

Helping families find, select, and pay for quality child care.



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800-257-3038**

1111 Commons Boulevard ♦ P.O. Box 16050 ♦ Reading, PA 19612-6050
FAX: 610-987-8428 ♦ www.berksiu.org/ccis

A program of the Berks County Intermediate Unit
Funding provided by the PA Department of Public Welfare



**CHILD CARE
INFORMATION
SERVICES OF
BERKS COUNTY**



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What is subsidized child care?

Pennsylvania's Subsidized Child Care system helps low and moderate income parents pay for child care. Families are responsible for paying a portion of their child care costs. Each eligible family is assessed a weekly fee based on family size and income. Our program pays the difference between the family fee and the actual cost of care, up to the county limit.

Quality child care services are available for children, newborn through age 12, with:

- certified day care centers
- certified group day care homes
- registered family day care homes
- relative/neighbor providers



What kind of income must I report?

Income from all sources must be reported, including: wages, salary/cash earnings from employment; child support, alimony; Social Security, Supplemental Social Security; disability, retirement, or veteran's benefits; unemployment compensation, and workman's compensation.



If my family is eligible, when will my subsidized child care begin?

If funds are available, you will need to do the following within 30 days:

- Schedule an appointment to meet with us for a face-to-face interview.
- Select a child care program that meets the Provider Standards of the Office of Child Development.
- Enroll your child(ren) in a child care program.

If funds are not available:

- You will be placed on the waiting list.
- We will send you a letter when funds are available.
- Once you receive the letter, you will have 30 days to schedule an appointment to meet with us and to enroll your child(ren) in an eligible child care program.

what?

when?

Who is eligible?

In order to qualify for subsidy, you must meet the following requirements, among others:

- live in Pennsylvania and apply in the county in which you live
- be working at least 20 hours per week **or** be a full-time elementary, middle, or high school student pursuing a high school diploma **or** be in a combination of work and training
- meet income guidelines
- child must be a U.S. citizen or lawfully admitted alien
- be willing to pay a weekly co-pay based on family size and household gross income



who?

Must I list all adults living in the household on the application?

You should list your spouse or any household member who is the parent of any child needing care.

Is funding available while I search for a job?

No. You must currently be working or have the promise of a job that will begin within 30 days.

I am in the process of moving from welfare to work. Is child care help available for my family?

One of our program goals is to provide child care funding for families making the transition from welfare dependency to work. Contact our office for assistance.



Where can this subsidy be used?

Pennsylvania's Subsidized Child Care system is a **parent choice** system. This means you may

use the subsidy anywhere you choose as long as the child care provider is

where?

willing to participate and meets the Provider Standards of the Office of Child Development. If you need help finding a provider, we can assist you.