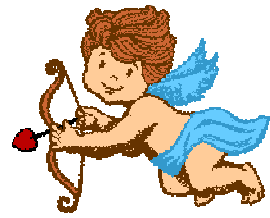
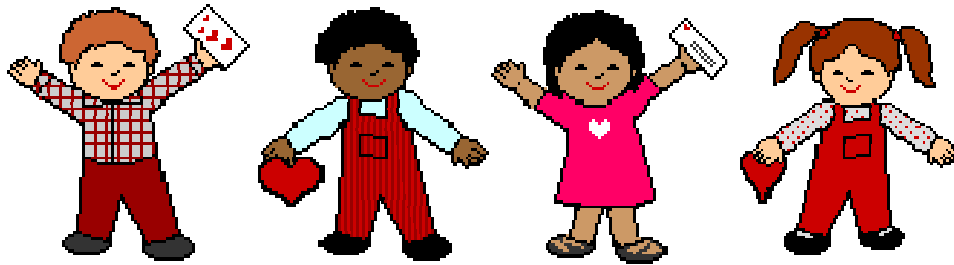


February



2010



Provider Post

## **Union Information**

Please direct all questions, comments and concerns regarding the Union to the Youngstown Regional Office at 1-800-361-6775 or (330) 792-4500  
<http://www.afscmecouncil8.org>

## **FOK Trainings**

Please contact FOK to schedule classes. Also, class fees are due approximately one week prior to the class. The trainer is unable to accept any payments at a class. Please submit your payment (cash or money order) in person or by mail to:

Cherished Children's ECDC  
218 W. Lincolnway  
Lisbon, OH 44432

## **CEU correction**

Feb. 9, 2010 class is Music and Movement NOT Parent Handbook.

## **Forms**

### **CCDJFS**

<http://www.columbianacountyjfs.org>

- County forms
- Blank invoices & instructions
- Billing calendar

### **ODJFS**

<http://www.odjfs.state.oh.us/forms>

- JFS forms (search by form name or form number)

## **Delinquent Copayment Policy**

In accordance with 5101:2-16-39 of the OAC, all child care providers/centers shall establish a written agreement for payment of the copayment and fees. This agreement must be signed and dated by both the provider and the caretaker. The Caretaker-Provider Agreement or Copayment Agreement must be completed in order to establish the initial copayment agreement. Collection of the copayment is the responsibility of the child care provider. The client copayments are due by the agreed upon date listed in the caretaker provider agreement or copayment agreement. All child care providers are to remind the clients monthly, in writing approximately 10 days prior to the due date of the copayment amount and when it is due to be paid. The child care provider is required to give the client a written receipt for all payments made (5101:2-14-24.)

If a client only uses child care for a minimal number of hours in a billing month, the client may not owe the child care provider the full copayment amount. In this situation the client would only owe the provider for the actual cost of child care services rendered.

If the client fails to pay the copayment by the agreed upon date, the child care provider/center must notify the CCDJFS by completing the "Delinquent Copayment Notice." This form must be sent to the CCDJFS by the 10th of the following month. Delinquent copayment notices received after the 10th day of the following month may not be processed.

Upon receipt, the CCDJFS will send the client a notice (JFS 4065 Prior Notice of Right to a State Hearing) to advise the client that the copayment must be paid to the child care provider within 15 days or the child care services will be terminated. The child care provider/center must call the appropriate child care eligibility worker to verify when payment has been received. This notification must occur on or before the termination date. If the client does not pay the required copayment or make arrangements to pay it by the termination date, the case will be closed. Once the payment/arrangements have been made, the client will have to reapply for child care services.

In situations in which a client may have been closed for other reasons the child care provider should still submit the Delinquent Copayment Notice as the agency will not reopen a child care case until the client pays the past due copayment.

If the child care provider/center makes arrangements for a client to make payments on a past-due copayment, the "Satisfactory Payment Agreement" form must be completed. If the client fails to meet this obligation, the child care provider/center can submit another Delinquent Copayment Notice and the agency will follow the same process.

**\$\$\$ CHILD CARE \$\$\$**  
**DELINQUENT COPAYMENT STATEMENT**

**CHILD CARE PROVIDER**

**CHILD CARE CLIENT**

<b>Name</b>	<b>Name</b>
<b>Address</b>	<b>Address</b>
<b>Phone</b>	<b>Phone</b>

I, \_\_\_\_\_, hereby declare that the above named client is delinquent in paying his/her Child Care Copayment for the service month of \_\_\_\_\_ which was due to me no later than the 30<sup>th</sup> of that month. This client was reminded, in writing, on \_\_\_\_\_ of the total amount due.  
(Date)

**TOTAL MONTHLY COPAYMENT AMOUNT: \$ \_\_\_\_\_**

**AMOUNT RECEIVED: \$ \_\_\_\_\_ (Date)**

**BALANCE DUE: \$ \_\_\_\_\_**

(Provider's Signature)	(Date)
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**Contact Information:**

**Foundations of Knowledge**

239 W. Lincoln Way

Lisbon, OH 44432

330-420-9288

**Health & Safety Class**

New providers and/or emergency substitute caregivers must take Health & Safety **prior** to being approved.

**Class Fee \$ 20.00 per person.**

<b><u>CLASS</u></b>	<b><u>DATE</u></b>	<b><u>TIME</u></b>
Session #1	3/27/10	9am-3pm
Test	3/30/10	6pm
Session #1	5/4/10	6pm-9pm
Session #2	5/6/10	6pm-9pm
Test	5/11/10	6pm

**Child Abuse & Neglect**

**Class Fee \$ 10.00**

<b><u>DATE</u></b>	<b><u>TIME</u></b>
2/25/10	4pm-10pm
4/22/10	4pm-10pm

## Communicable Disease Prevention

**Class Fee: \$10.00**

<u>DATE</u>	<u>TIME</u>
2/11/10	4pm-10pm
4/15/10	4pm-10pm

## Continuing Education Classes

All Type B providers are required to complete 6 CEU hours by their annual recertification date. 2 hours shall include child growth and development.

**Class fee \$10.00**

<b>Class Title</b>	<b>Date</b>	<b>Time</b>
Music & Movement	2/9/10	6-8pm
Hygiene & Good House Practices	2/16/10	6-8pm
Active Supervision	3/11/10	6-8pm
Daily Activities & Lesson Planning	3/18/10	6-8pm

### **Other locations:**

COAD

[www.coadinc.org](http://www.coadinc.org)

1-800-577-2276

Progressive Management Training Center

330-755-9796

Child Care Connections

[www.childcare-connection.org](http://www.childcare-connection.org)

1-800-407-5437

Salem Public Library

[www.salemlibrary.org](http://www.salemlibrary.org)

330-332-0042

Play n Learn Training Center

<http://pnltraining.org>

1-800-811-0180

Schiappa Branch Library

[www.steubenvillelibrary.com](http://www.steubenvillelibrary.com)

740-264-6166

Tru-Mah-Col

[www.trumahcolaeyc.org](http://www.trumahcolaeyc.org)

330-637-1792

East Liverpool Hospital

[www.elch.org](http://www.elch.org)

330-386-2670

Columbiana Co Red Cross

[www.redcross.org](http://www.redcross.org)

330-424-6610

Carroll Co. Help Me Grow

[www.ohiohelpmegrow.org](http://www.ohiohelpmegrow.org)

330-627-4357

Dianna Bleakley

<http://diannableakleysarlychildhoodtrainings.homestead.com>