

December 21, 2021

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY WELFARE DIRECTORS LETTER

The purpose of this letter is to inform counties receiving funding to administer the Emergency Child Care Bridge Program for Foster Children (Bridge Program) of changes to the law regarding collective bargaining legislation requiring the California Department of Social Services (CDSS) to provide information about family child care providers to the Child Care Providers United – California (CCPU) union.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

December 21, 2021

ALL COUNTY WELFARE DIRECTORS LETTER (ACWDL)

TO: ALL COUNTY WELFARE DIRECTORS

FROM: LUPE JAIME-MILEHAM, Deputy Director
Child Care and Development Division

**SUBJECT: EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER
CHILDREN (BRIDGE PROGRAM) CHILD CARE PROVIDER
DATA COLLECTION**

PURPOSE

The purpose of this letter is to inform counties receiving funding to administer the Bridge Program of changes to law regarding collective bargaining legislation, which requires the California Department of Social Services (CDSS) to provide information about licensed and licensed-exempt family child care providers to the Child Care Providers United – California (CCPU) as the certified provider organization in California. CCPU may request and obtain this information for the purposes of organizing, representing, and assisting child care providers and any other purposes that fall within their scope of representation.

BACKGROUND

[Assembly Bill \(AB\) 378 \(Chapter 385, Statutes of 2019\)](#) authorized family child care providers, as defined in Welfare and Institutions Code (WIC) [Section 10421\(b\)](#) as licensed family child care home operators or license-exempt providers who participate in a state-funded early care and education program, to meet and confer with the state regarding matters within the scope of representation as established in [WIC Section 10424.5](#). Family child care providers chose CCPU to act as their union representative, and CCPU was subsequently certified as the provider organization by the Public Employment Relations Board.

Pursuant to [WIC Section 10422\(f\)](#), CDSS is required to provide information about family child care providers who serve families receiving state-funded child care subsidies,

such as Bridge Program vouchers, to CCPU on a monthly basis. CCPU utilizes this information for the purposes of organizing, representing, and assisting family child care providers, and for any other purposes that fall within their scope of representation.

POLICY

To meet this reporting requirement, counties receiving Bridge Program funding must collect and provide the necessary information about providers who receive Bridge Program vouchers to CDSS on a monthly basis.

Effective December 2021, Counties and contractors are required to submit provider information monthly, with the initial report month beginning November 2021, and the data due on December 20, 2021.

DATA COLLECTION AND REPORTING INSTRUCTIONS

Collection of the provider information will vary depending on how the provider information is managed locally.

- Counties that administer the Bridge Program in-house will submit the data through the CDSS Child Care Union Data Hub.
- Counties in which the voucher payment is administered by an APP with an existing contract with CDSS shall submit the data via the Child Development Management Information System (CDMIS).

Note: CDSS is in the process of updating the SPR Technical Manual. At this time, Counties/APPs shall use the following procedures regarding the Combined Contract Code for the Bridge Program:

- If a provider's only subsidy payment is for the Bridge Program, please use the Combined Contract Code "111111111" and include the word "BRIDGE" in the Local Provider Identification Number, e.g., "BRIDGE9349392."
- If the provider receives multiple subsidy payments including the Bridge Program, please use the appropriate Combined Contract Code pursuant to the technical manual instructions and include the word "BRIDGE" in the Local Provider Identification Number field, e.g., "BRIDGE9349392".
- If your county does not use a Local Provider Identification Number, please include the word "BRIDGE" in that field.

The CDSS will continue to provide ongoing technical assistance to counties and APPs on the process for submitting the required provider information confidentially and in a secure and appropriate manner.

DATA TO BE COLLECTED

Pursuant to [WIC Section 10422](#), and the [State of California/CCPU Agreement](#), the following provider information is required to be reported:

1. Name;
2. Home address*;
3. Mailing address;
4. County where child care is provided;
5. Work telephone number;
6. Cellular telephone number;
7. Home telephone number; if known
8. Email address; if known
9. Agency, contractor, subcontractor, or political subdivision of the state administering the program in which the provider participates;
10. The date the provider began subsidy care;
11. The date the provider ended subsidy care, if applicable;
12. Whether the provider is licensed or not;
13. A "Yes" or "No" to clarify if a provider has a license number;
14. Unique child care provider identification number, if applicable;
15. State facility license number, if known; and
16. Primary language used, if known.

*Note: Pursuant to Government Code (GOV) Section 6207 and WIC Section 10422, the attached notice informs those providers approved as participants in the Secretary of State's address confidentiality program, that a designated address may be provided in lieu of a home address.

If you have any questions or need additional guidance regarding the information in this letter, please contact ProviderDataCollection@dss.ca.gov or ChildCareBridge@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD, Deputy Director
Child Care and Development Division

Attachment



KIM JOHNSON
DIRECTOR

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**TO: ALL FAMILY CHILD CARE PROVIDERS WHO SERVE FAMILIES
RECEIVING SUBSIDIES FROM THE EMERGENCY CHILD CARE
BRIDGE PROGRAM**

**FROM: Original signed by Lupe Jaime-Mileham
LUPE JAIME-MILEHAM, Deputy Director
Child Care and Development Division**

SUBJECT: INFORMATIONAL NOTICE

Changes to the law regarding collective bargaining require the California Department of Social Services (CDSS) to provide information about licensed family child care home providers and license-exempt (family, friend, and neighbor) child care providers to the Child Care Providers United – California (CCPU) union, as the certified provider organization representing family child care providers. These changes are referenced in Government Code (GOV) section 6207, Health and Safety Code (HSC) section 1596.86, and Welfare and Institutions Code (WIC) section 10422.

If you have any questions, please contact: ProviderDataCollection@dss.ca.gov