

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 21, 1991

ALL COUNTY INFORMATION NOTICE NO. I-17-91

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: TRANSITIONAL CHILD CARE - FORMS REVISIONS

REFERENCE: 47-100 (TRANSITIONAL CHILD CARE PROGRAM)
ALL COUNTY LETTER 90-20, DATED MARCH 22, 1990
ALL COUNTY LETTER 90-78, DATED AUGUST 17, 1990

The purpose of this letter is to transmit revised copies of the TCC 30, Transitional Child Care Worksheet; the TCC 30A, Family Fee Computation Worksheet; and the TCC 43, Request for Transitional Child Care Payment. The forms revisions reflect regulation changes made during the interim time between filing of emergency TCC regulations and final regulations. The final regulations were forwarded to counties in All County Letter 90-78. Attachment I of this letter outlines the changes made to each form.

STOCK

The DSS Warehouse will no longer stock the above forms. Camera-ready copies of the English and Spanish versions can be obtained from the Forms Management Bureau at (916) 322-8738 or ATSS 492-8738.

NOTE:

- o The DSS Warehouse will continue to stock the TCC 1, Request for Transitional Child Care (Longform) and the TCC 1A, Request for Transitional Child Care (Shortform).
- o All forms are recommended, including the TCC 1 and TCC 1A, which have been required forms. When next printed, the TCC 1 and TCC 1A will be revised to show the new designation.

It is recommended that counties use the attached revisions of the TCC forms as soon as possible to ensure conformity with MPP Section 47-100 (The Transitional Child Care Program).

ASIAN TRANSLATIONS

The TCC 43 will be translated into Cambodian, Chinese, Lao and Vietnamese and will be issued under separate cover by the Language Services Bureau when available.

If you have any questions or comments regarding the revised TCC forms, call LeAnne Torres of the Welfare Policy Implementation Bureau at (916) 324-2016 or ATSS 454-2016.



ROBERT A. HOREL
Deputy Director

Attachments

FORMS CHANGES – TCC 30 and TCC 43

TCC 30, TRANSITIONAL CHILD CARE WORKSHEET

- The Family Fee Computation has been deleted from the TCC 30 and moved into a separate sheet, the TCC 30A.
- The types of care (item #3) have been expanded and clarified to: Day Care Center (DCC), Family Day Care (FDC), Exempt Care (E), and Special Need (SN).
- The Allowable RMR at the 75th Percentile (item #5 on the prior revision) has been expanded to Weekly RMR Conversions at the 75th Percentile. RMR is now computed per week (MPP 47-155.72).
- Instructions for completing the TCC 30 are attached. The State recommends that the instructions be copied on the back of the TCC 30 Worksheet.

TCC 43, REQUEST FOR TRANSITIONAL CHILD CARE PAYMENT

PART A - RECIPIENT FILLS IN THIS SECTION

- Item # 1 has been changed to include a check box for the TCC recipient to indicate no changes in hours worked, child care costs or child care Provider. If the recipient marked this box, he/she would sign their name and disregard remaining questions on the form (MPP 47-175.112).
- Question #4 has been revised to ask for information only if the Provider has changed. Additionally it expands the types of child care to: child's home, family day care, day care center, before school care, after school care and other (explain). The recipient indicates if the Provider is licensed or exempt.
- Question #5 is new and asks for one time only charges such as registration, supply or cot fees, etc.
- The wording in the certification has been condensed and simplified.

PART B- PROVIDER FILLS IN THIS SECTION

- Questions #3 and #4 from the prior form revision have been deleted because Counties indicated that these questions, which were confusing to Providers, were not completed adequately. To correct this problem, Item #1 was revised to include a NOTE to the Provider: "If past due fees are owed to you and you have not been paid, please comment below."

- Duplication of information has been eliminated. We no longer ask the Provider for information which has already been asked of the TCC recipient.
- Space is provided for the Child Care Provider to enter information on a weekly basis (item #3) and on a monthly basis (item #4) if a monthly rate is charged.
- The Certification has been condensed and simplified.
- A comment section is included for the Provider.