
Care 4 Kids Program

PROGRAM OPERATIONS TRANSMITTAL



DIVISION OF FAMILY SERVICES-CHILD CARE TEAM

Transmittal Number: C4K-OPS-09-04

Date: July 1, 2009

To: Sherri Sutera, Program Director
Care 4 Kids Program

From: Peter Palermino, Program Manager
Department of Social Services

CC: Program Operations Distribution List

Subject: Jobs First Employment Services Changes

Program Issue: As of July 1, 2009, Jobs First Employment Services (JFES) case management and JFES funded training programs are no longer available. Care 4 Kids eligibility and benefit levels for families who formally participated in JFES funded training programs must be reviewed and modified. This transmittal establishes special procedures for processing changes that occur as a result of the closure of JFES funded training programs.

Background: Prior to July 1, 2009, recipients of Temporary Family Assistance (TFA) were eligible for child care benefits while they participated in regularly scheduled JFES funded training programs. The closure of JFES funded training programs was not anticipated by the Department or Care 4 Kids. As a result, certificates authorizing payments for care while parents attend JFES trainings extend beyond June 30th and are no longer valid.

Subsection 17b-749-19(h) allows for the establishment of special procedures for processing changes that affect the general caseload.

Implementation: The following special procedures for processing changes brought about by the closure of JFES funded training activities are effective immediately. Care 4 Kids is instructed to:

1. Review the following active cases:
 - Priority Group 1B – Families receiving TFA and participating in an approved employment services activity
 - Priority Group 1C – Families receiving TFA who are employed and participating in an approved employment services activity
 - Priority Group 1D – Families whose TFA ended within the past year who are working and completing an approved employment services activity that began before their TFA ended and which is expected to be completed within one year of their TFA end date.
2. Code all JFES funded activities with end dates. The activity end date will be either the date specified in the Department of Labor data system (CTWBS) or June 30, 2009, which ever is earlier.
3. Assess eligibility for benefits.
 - For cases that are no longer eligible, discontinue the case and cancel certificates effective the date that the discontinuance notice is mailed to the family and the provider.

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Connecticut's Lead Agency for Child Care Services