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# Care 4 Kids Program

## POLICY TRANSMITTAL



### DIVISION OF INTEGRATED SERVICES-ECONOMIC SECURITY UNIT

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Transmittal Number: C4K-POL-14-01

Date: April 17, 2014

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**To:** Sherri Sutera, Program Director  
Care 4 Kids Program

**From:** Peter Palermino, Program Manager, Economic Security Unit  
Division of Integrated Services

**CC:** Policy Distribution List

**Subject:** Home Visits

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**Program Issue:** An inconsistency has been identified between the state regulations that govern the Connecticut Child Care Assistance Program (C4K) and the C4K application and redetermination forms. This transmittal serves as formal notification of the resolution of this issue.

**Background:** Section 17b-749-02 (b) (6) of the Child Care Regulations addresses that parents and providers shall cooperate with the department's fraud investigation and quality control divisions by completing any required forms, responding to scheduled interview appointments and making requested records or information available. The regulation makes no mention of an unscheduled visit by fraud investigators, only scheduled interviews while the C4K application and redetermination forms state that an applicant may be subject to an unscheduled home visit.

**Implementation:** Effective immediately, fraud investigations may conduct an unscheduled home visit to parents and/or any child care providers. Parents and child care providers are required to cooperate with the department's fraud investigation and quality control divisions by completing any required forms, responding to unscheduled or scheduled home visits and making records or information available.