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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 91 INF-70

TO: Commissioners of
 Social Services

DIVISION: Family and
 Children
 Services

DATE: December 19, 1991

SUBJECT: Child Care: Market Rate Survey of Providers

SUGGESTED

DISTRIBUTION: Directors of Services
 Employment Coordinators
 IM Supervisors
 Day Care Staff
 Staff Development Coordinators

CONTACT PERSON: Joseph De Lucia, Bureau of Early Childhood Services
 1-800-342-3715, ext. 4-9324

ATTACHMENTS: Attachment A-Dear Provider Letter (Available on-
 line)
 Attachment B-Survey Instructions (Available on-line)
 Attachment C-Market Rate Survey (Not available on-
 line)

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
90 ADM-34		415.6(e) 415.9	PL 100-485 Title 9B		91 LCM-151

The purpose of this INF is to inform social services districts of the market rate survey the Department is conducting.

Local market rates as set forth in Department regulations section 415.9 establish the maximum reimbursable payments for child care services. Department regulations section 415.6(e)(3)(iv) provides that the Department must review the local market rates at least once every two years and, if appropriate, make adjustments to such rates to reflect changes in the cost of child care services.

We are currently in the process of conducting a market rate survey of all registered family day care providers; licensed group family day care providers; licensed day care centers; and registered school-aged child care programs. The attachments to this INF provide social services districts with copies of the information which is being sent to these providers.

The responses to this survey will be reviewed and adjustments to the current local market rates will be made where appropriate. The new local market rates will be effective on April 1, 1992.

If you have questions regarding this survey, please call Joseph De Lucia, Bureau of Early Childhood Services at 1-800-342-3715, extension 4-9324 or (518) 474-9324.

Joseph Semidei
Deputy Commissioner
Division of Family and
Children Services

Attachment A

Dear Child Care Provider:

WE NEED YOUR HELP. Enclosed is a survey which will be used to determine the local market rates for day care in New York State. IT IS VERY IMPORTANT THAT YOU RESPOND TO THIS SURVEY.

You may recall completing a similar survey two years ago. State law requires that the local market rates be evaluated every two years. The information you provide will be used to establish the maximum rates which your county department of social services can pay for child care services for low income families in your area. These rates are critical to the ability of low income families in the state to secure quality care for their children.

The survey should not take a lot of your time. We are under very short timeframes so we ask that you take the time to answer the survey and mail it to us today.

If you have questions regarding how to complete the survey you may call Joseph De Lucia, Bureau of Early Childhood Services at 1-800-342-3715, extension 4-9324 or (518) 474-9324. Thank you for taking time to complete and mail this survey.

Sincerely,

Jo Ann Friedell
Director
Bureau of Early Childhood Services

Attachments

Attachment B

SURVEY INSTRUCTIONS

Please type or print your answers.

IF YOU HAVE MORE THAN ONE PERMIT PLEASE COMPLETE A SEPARATE SURVEY FOR EACH PROGRAM.

1: Name/Address

Permit # - Fill in the number which is listed on your permit or registration to operate.

County # - Fill in the code for the county in which your program is located. A list of county codes is enclosed for your reference.

Contact person - List the individual whom we should call if we have questions regarding your survey responses.

2: Type of Program

Circle the number under the type of program which your permit or registration authorizes you to operate.

3: Number of Child Care Slots

Enter the number of children you currently have enrolled in each age group.

4: Rates

For each of the categories (full-time, part-time, evening, and weekend) listed, please indicate the amount you charge for each of the age groups. Disregard any categories and age groups which do not apply to your program.

If you do not normally charge rates for the time period (weekly, hourly, etc.) requested in the survey, indicate what you would need to charge if you did charge on that basis.

If you charge on a sliding rate scale based on family income, indicate the amount you would need to charge if everyone paid the same rate.

5: Special Needs

This section is intended to collect information on the availability and cost of child care for children with special needs.

YOU MAY RETURN THE SURVEY IN THE ENVELOPE PROVIDED. IF THE ENVELOPE HAS BEEN MISPLACED, PLEASE MAIL THE SURVEY TO THE ADDRESS LISTED ON THE FRONT OF THE SURVEY FORM. THANK YOU VERY MUCH FOR YOUR COOPERATION!