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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 95 LCM-35

Date: April 5, 1995

Division: Services and  
Community  
Development

TO: Local District Commissioners

SUBJECT: Child Care: Elimination of Quarterly Report on Children with  
Special Needs

ATTACHMENTS: None

On August 23, 1991, the Department released 91 ADM-34 entitled "Child Care: Reimbursement of Payments for Children with Special Needs." This Administrative Directive (ADM) advised social services districts of policies and procedures for the provision of child care services to children with special needs. Social services districts were required to submit quarterly reports related to child care payments in excess of the local market rates which were made on behalf of children with special needs. The quarterly reports were required to allow the Department to monitor the usage of such payments and their associated costs. Further, 91 ADM-34 stated that the Department would assess the need to continue quarterly reporting at a future date.

Review of the reports submitted for the last eight quarters indicates that few children statewide are receiving child care services at a cost in excess of the local market rates. The reports also indicate that the types of services for which districts are allowing additional payment are appropriate. For these reasons, effective immediately, the Department is removing the quarterly reporting requirement.

Other policies and procedures outlined in 91 ADM-34 are not changed by this LCM. However, additional changes currently are under consideration. When such changes are finalized, an Administrative Directive will be forthcoming.

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Questions regarding this LCM may be directed to Susan Duchnycz, Bureau of Early Childhood Services at 1-800-343-8859, extension 432-2544 or dial direct (518) 432-2544. Ms. Duchnycz also may be contacted on-line Userid #SVC101.

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