

## FAILURE REASON CODES



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Failure Reason

Codes

Co. Record #	Client	CCIS of COUNTY/GEOGRAPHIC AREA	Ineligible/AA Notice	Notice
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**Correspondence Details**

Language: English  
 Schedule Release Date: 4/12/2006  
 User ID: t-test21

**Recipient Details**

Addressee Type: Client  
 Addressee Name:  
 Address Line 1:  
 Address Line 2:  
 City, State, Zip:

Display Short Description  
  Display Long Description  
  Display Selections  

	Regulation Cite	Code	Short Description	Long Description	Failure Type	Trigger	Notice Type
<input type="checkbox"/>	§ 168.1(a)	001	Ongoing – Single p/c w/ disability	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive food stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that you are a single parent who is not currently participating in a work activity as described above; therefore your child(ren) are ineligible for child care enrollment.	CASE	System	Ineligible ONLY
<input type="checkbox"/>	§ 168	001	Ongoing – Single p/c w/ disability	N/A	N/A	N/A; Would result if added as a failure reason code during eligibility determination. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168.17(3)	002	Inelig. Child/Age	To be eligible for a child care payment, the family shall include a child who meets the following conditions: (i) Is under 13 years of age. (ii) Is 13 years of age or older but under 19 years of age and is incapable of caring for himself as verified by a physician or licensed psychologist. You do not have a child who meets the conditions described above; therefore, the CCIS may not enroll this child in care.	CASE/ INDIVIDUAL	System; Based on child's DOB and developmental age, as appropriate	Ineligible & AA

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<input type="checkbox"/>	§ 168.17(5)	011	No Immunization /90-days Expired	To be eligible for a child care payment, the family shall include a child who is age appropriately immunized unless one of the following applies: (iii) If the child does not have age-appropriate immunizations and is not exempt from immunization, the parent has 90 days to obtain immunizations for the child. Our records indicate that your child(ren) do not have age-appropriate immunizations. In order for your child(ren) to continue to receive child care your child(ren) must be immunized no later than <System populated DATE = to Day 91>.	CASE/ INDIVIDUAL	System; Based on selection of immunization status on the child care request screen	AA ONLY
<input type="checkbox"/>	§ 168.17(4)	012	No Immunization Verification	To be eligible for a child care payment, the family shall include a child who is age appropriately immunized unless one of the following applies: (iii) If the child does not have age-appropriate immunizations and is not exempt from immunization, the parent has 90 days to obtain immunizations for the child. Our records indicate that your child(ren) do not have age-appropriate immunizations. In order for your child(ren) to continue to receive child care your child(ren) must be immunized no later than <System populated DATE = to Day 91>.	CASE/ INDIVIDUAL	System; Based on selection of immunization status verification field on the child care request screen	AA ONLY
<input type="checkbox"/>	§ 168	013	Failure to meet with joint Custody requirements	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if “joint custody/multiple case” checkbox was missed. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168	014	Maternity leave verification not available	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if NA was chosen in the maternity leave verification field on the employment & wage screen. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168	019	Pay Stub verification not available	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if NA was chosen in the paystub verification field on the employment & wage screen. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168	021	Failure to meet with legal residency requirements	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if the worker indicated the case did not reside in PA. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168	022	Self Employment verification not available	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if NA was chosen in the verification field on the self-employment screen. Should NEVER be used	AA ONLY

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<input type="checkbox"/>	§ 168	025	Training verification not available	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if NA was chosen in the verification field on the training screen. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168	026	Rollup Reason	A family is ineligible for subsidized child care when one parent or caretaker or both parents or caretakers, or all children in the family fail to meet eligibility requirements under 55 Pa.Code, Chapter 168.	CASE	System; generic. Should NEVER be used alone. Additional, appropriate failure reason codes MUST be added.	Ineligible & AA
<input type="checkbox"/>	§ 168	027	If the case is not a PA resident OR is the address verification N/A	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if NA was chosen in the verification field on the household information screen. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168.20(a) &(b) § 168.21(a)	031	Delinquent Co-pay	Ineligibility for child care payment results when the TANF budget group is employed and fails to pay the required co-payment toward the cost of child care as specified in § 168.20(b) (relating to child care co-payment). The TANF budget group is ineligible until delinquent co-payments are paid or satisfactory arrangements to pay delinquent co-payments are made with the provider. You failed to pay the required co-payment as described above; therefore, your child(ren) is/are ineligible for child care enrollment.	CASE	Would result if worker unchecked cc request using the reason “delinquent co-payment,” saved, assessed and confirmed eligibility for enrollment.	AA ONLY
<input type="checkbox"/>	§ 168.18(a) § 168.72(2)	033	10-day Absence	Child Care must be needed to enable a parent to participate in a work activity as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). Actual child care costs include the following: (2) A charge for up to 10 consecutive days on which the child was not in attendance due to illness. Your child care provider reported that your child(ren) have been absent for more than 10 consecutive days on which the child(ren) were scheduled to attend. Child care is not considered to be needed to enable you to participate in a work activity when a child is absent for more than 10 consecutive days; therefore your child(ren) is/are ineligible for child care enrollment.	INDIVIDUAL/ CASE	Would result if worker unchecked cc request using the reason “10-day absence,” saved, assessed and confirmed eligibility for enrollment.	AA ONLY
<input type="checkbox"/>	§ 168	034	Change in custody	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	Would result if worker unchecked cc request using the reason “moved out of household,” saved, assessed and confirmed eligibility for enrollment. Should NEVER be used.	AA ONLY

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<input type="checkbox"/>	§ 168.1(a)	036	P/C available to care	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that you have not responded to our letter and you have not indicated there is a need for care; therefore, you are ineligible for child care enrollment.		Would result if worker unchecked cc request using the reason "P/C available," saved, assessed and confirmed eligibility for enrollment.	
<input type="checkbox"/>	§ 168.43	040	Child Disability not verified	Acceptable verification of a child's injury or impairment is a written statement from a physician or licensed psychologist, which confirms that the child has a physical or mental injury or impairment, which prevents the child from caring for himself.  Our records indicate that you failed to submit acceptable verification as described above; therefore, your child is ineligible for child care enrollment.	INDIVIDUAL/ CASE	Would result if NA selected in the verification field on the child disability screen.	
<input type="checkbox"/>	§ 168.18(c)	041	Break has expired	Child care will be considered as needed for entry into or during breaks in approved work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program) for up to 30 days. Our records indicate that you have received care for up to 30 days as described above and have not returned to participation in a work activity; therefore your child(ren) are ineligible for child care enrollment.	CASE	Would result if worker unchecked cc request using the reason "break expired," saved, assessed and confirmed eligibility for enrollment.	AA ONLY
<input type="checkbox"/>	§ 168.18(g)	043	Child not Enrolled	A parent is ineligible for subsidized child care if he does not select an eligible child care provider and enroll the child within 30 calendar days following the date the Department notifies the parent that the child may be enrolled or that the family's current child care provider is ineligible to participated in the subsidized child care program. You failed to indicate a need for child care, select an eligible provider and/or enroll your child(ren) within the time frame described above; therefore your child(ren) are ineligible for child care enrollment.	CASE	Would result if worker unchecked cc request using the reason "child not enrolled," saved, assessed and confirmed eligibility for enrollment.	AA ONLY
<input type="checkbox"/>	§ 168.20(e)	044	Co-pay Exceeds Cost of Care	If the co-payments for 1 month are equal or exceed the monthly payment for care, the family is not eligible for subsidized child care with that provider. Our records indicate that your co-payments for 1 month are equal to or exceed our monthly payment to your provider; therefore, you are ineligible for child care enrollment.	CASE	Would result if worker unchecked cc request using the reason "co-payment exceeds cost of care," saved, assessed and confirmed eligibility for enrollment.	AA ONLY

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<input type="checkbox"/>	§ 168.18(f)	048	Face to Face Requirements	<p>A parent is ineligible for subsidized child care if he does not attend a face-to-face interview no later than 30 calendar days following the request for care. The Department may extend the 30-day time frame for the face-to-face interview if, on or before the 30th calendar day, the parent claims hardship due to conflicts with the parent's working hours, transportation problems or illness of the parent or another family member. At the time the parent claims hardship, the Department may grant an additional 30 days from the date the hardship is claimed for the interview. The Department may substitute a telephone contact for the face-to-face interview if the face-to-face interview cannot be scheduled without the parent losing work time.</p> <p>Our records indicate that you did not attend a face-to-face interview and did not participate in a telephone contact as required; therefore, your child is ineligible for child care enrollment.</p>	CASE	Would result if worker unchecked cc request using the reason "face-to-face requirement," saved, assessed and confirmed eligibility for enrollment.	AA ONLY
<input type="checkbox"/>	§ 168.1(a)	400	CIS Budget Status Closed	<p>To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment.</p> <p>Our records indicate that you are not currently eligible for food stamps or cash assistance as described above; therefore, the CCIS may not enroll your child(ren) in care.</p>	CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168	401	Self-declared address verification has passed 30 days	N/A; Failure Code exists with short description only. No Notice Generated.	N/A	N/A; Would result if added as a failure reason code during eligibility determination. Should NEVER be used	AA ONLY
<input type="checkbox"/>	§ 168.1(a)	402	No Training	<p>To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment.</p> <p>Our records indicate that you are not currently participating in a work activity as described above; therefore, you are ineligible for child care enrollment.</p>	CASE	System; generic 431 is used. Would result if added as a failure reason code during eligibility determination.	

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<input type="checkbox"/>	§ 168.1(a)	403	Sanction	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that a parent in your family is sanctioned; therefore, your child(ren) is/are ineligible for child care enrollment.	CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168.1(a) § 168.17(1)	404	Child is under Sanction	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that a child or children in your family is/are sanctioned; therefore, your child(ren) is/are ineligible for child care enrollment.	INDIVIDUAL/ CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168.1(a)	405	Parent Ineligible in CIS	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that you are not currently eligible for food stamps or cash assistance as described above; therefore your child(ren) are ineligible for child care enrollment.	CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168	414	Self Declared child disability verification has passed 30 days	N/A	N/A	N/A; Would result if added as a failure reason code during eligibility determination. Should NEVER be used	Ineligible & AA
<input type="checkbox"/>	§ 168	415	Self Declared immunization verification has passed 30 days	N/A	N/A	N/A; Would result if added as a failure reason code during eligibility determination. Should NEVER be used	Ineligible & AA

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<input type="checkbox"/>	§ 168.1(a)	419	Not Meeting Teen Parent req	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that you are not currently participating in a work activity as described above; therefore you are ineligible for child care enrollment.	CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168.1(a)	421	Child Ineligible in CIS	To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment. Our records indicate that your child(ren) is/are not currently eligible for food stamps or cash assistance as described above; therefore your child(ren) are ineligible for child care enrollment.	CASE	System	Ineligible & AA
<input type="checkbox"/>	§ 168.19(2)(i)	422	P/C Available	The individual providing child care may not be one of the following: (i) The parent of the child. Our records indicate that you are providing care for your own child; therefore, the CCIS may not enroll your child(ren) in care.	CASE	Would result if worker unchecked cc request using the reason "p/c available," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA
<input type="checkbox"/>	§ 168.19(2)(ii)	423	TANF bud. group	The individual providing child care may not be one of the following: (ii) A member of the TANF budget group. Our records indicate that you are a member of the TANF budget group and you are providing care for a child who is also in the TANF budget group; therefore, the CCIS may not enroll your child(ren) in care.	CASE	Would result if worker unchecked cc request using the reason "provider in BG," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA
<input type="checkbox"/>	§ 168.19(2)(iii)	424	Stepparent Available	The individual providing child care may not be one of the following: (iii) The stepparent of the child living in the home. Our records indicate that your child(ren) is/are being cared for by your child(ren)'s stepparent; therefore the CCIS may not enroll your child(ren) in care.	CASE	Would result if worker unchecked cc request using the reason "provider is stepparent," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA
<input type="checkbox"/>	§ 168.11(b)	425	Ineligible provider	The parent may choose from any type of child care provider that is available under this chapter who meets the requirements of this chapter and who meets the Department's standards for provider participation. You failed to select a provider that meets the standards described above; therefore your child(ren) are ineligible for child care enrollment.	INDIVIDUAL/ CASE	Would result if worker unchecked cc request using the reason "ineligible provider," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA

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<input type="checkbox"/>	§ 168.18(d)	426	P/C is owner / operator	<p>When a parent is the operator of a child day care center, group child day care home or family child day care home as specified in Chapter 3270, Chapter 3280 or Chapter 3290 (relating to child day care centers; group child day care homes; and family child day care homes) or is the operator of a home that is exempt from certification or registration under section 1070 of the Public Welfare Code (62 P.S. § 1070), and when space is available to enroll the parent's child at the facility operated by the parent, that child is not eligible to receive subsidized child care.</p> <p>Our records indicate that you are the operator of a child care facility as described above and space is available to enroll your child(ren) in the facility you operate; therefore your child(ren) are ineligible for child care enrollment.</p>	CASE	Would result if worker unchecked cc request using the reason "p/c is owner or operator," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA
<input type="checkbox"/>	§ 168.18(e)	427	Publicly funded education program is available	<p>Subsidized child care may not be used as a substitute for a publicly funded educational program, such as kindergarten or a specialized treatment program.</p> <p>Our records indicate that a publicly funded educational program is available; therefore, your child is ineligible for child care enrollment.</p>	CASE	Would result if worker unchecked cc request using the reason "publicly funded edu program available," saved, assessed and confirmed eligibility for enrollment.	Ineligible & AA
<input type="checkbox"/>	§ 168.1(a)	431	No Employment or Training	<p>To the extent funds are available, payment for child care will be made to enable the parent to participate in work activities as defined in 55 Pa.Code §§ 165.31 and 501.6 (relating to RESET participation requirements and employment and training program). To qualify for a child care payment the parent must be eligible to receive foods stamps or cash assistance. This includes parents who do not receive a cash payment due to the minimum monthly check requirement or due to a month of zero cash payment.</p> <p>Our records indicate that you are not currently participating in a work activity as described above; therefore, you are ineligible for child care enrollment.</p>	CASE	System; Would result if p/c is NOT in a work activity.	Ineligible & AA