



**ANNOUNCEMENT: C-09 #01  
 EI-09 #12  
 ELS/HS #07  
 ELS/KS-09 #30  
 ELS/PKC #60  
 S-09 #11**

**OFFICE OF CHILD DEVELOPMENT AND EARLY LEARNING  
 BUREAU OF CERTIFICATION SERVICES  
 BUREAU OF EARLY INTERVENTION SERVICES  
 BUREAU OF EARLY LEARNING SERVICES  
 BUREAU OF SUBSIDIZED CHILD CARE SERVICES**

**ISSUE DATE: August 21, 2009  
 EFFECTIVE DATE: Immediately  
 SUNSET DATE: On-Going**

<b>SUBJECT:</b>	<b>Temporary Child Care Facility Closure Due to Budget Impasse</b>
<b>TO:</b>	<b>Child Care Centers, Group Child Care Homes and Family Child Care Homes; CCIS Agencies; Early Intervention Programs; Head Start Grantees; PA Pre-K Counts Grantees; PA Key; Regional Keys</b>
<b>FROM:</b>	<b>Harriet Dichter      Deputy Secretary, Office of Child Development and Early Learning</b>

**PURPOSE:**

The purpose of this announcement is to provide information regarding the impact a temporary closure of a facility has with regarding to certification status, child care subsidy status and STARS status.

**BACKGROUND:**

The Office of Child Development and Early Learning (OCDEL) is aware of the significant impact of the current Pennsylvania state budget impasse on many early care and education facilities. Financially, the budget impasse has impacted child care subsidy payments through Child Care Works and distribution of STARS awards. Some facilities may have to close temporarily until the funding is restored.

OCDEL received questions from our partners regarding how we are managing early care and education providers who have to temporarily close a facility due to the impact of the current budget impasse. “Temporarily close” means that the facility stops operating at the current location, remains located at the same address, and plans to reopen at the same location. The questions OCDEL received center around the effect a temporary closure has on a facility’s status regarding certification status, child care subsidy and/or STARS.

**DISCUSSION:**

Following is information regarding the impact of a temporary facility closure and steps for notifying OCDEL:

**Certification:** A facility may close temporarily at its existing location without changing the facility's certification status. During the temporary closure, the certification process must continue through the cycle of renewal and inspection in order to maintain a certificate of compliance or registration at the location. This means that the facility must continue to file the required renewal application for the existing location and be available for a renewal inspection of the facility even if the facility is temporarily closed. If you must temporarily close your facility, please contact your Regional Office to notify OCDEL. The telephone numbers are as follows:

Central Region:	800-222-2117	Southeast Region:	800-346-2929
Northeast Region:	800-222-2108	Western Region:	800-222-2149

**Child Care Works Subsidy:** If you must temporarily close your facility and can no longer provide child care at that location, enrollments for children who receive child care subsidy will be suspended from the facility. The Child Care Information Services (CCIS) will work with the parents of the suspended children to help them find alternate child care while you are closed. Once your facility reopens, you will again be able to participate in the subsidy program; however, the parent may opt to keep the child in the new setting rather than re-enroll the child in your facility. If you must temporarily close your facility, contact your CCIS agency immediately to provide notification of the temporary closure. You can find contact information for your CCIS agency at: <http://www.dpw.state.pa.us/ServicesPrograms/ChildCareEarlyEd/000070483.htm>

**Keystone STARS:** A temporary facility closure due to the impact of the budget impasse will not affect a facility's STARS status. If you must temporarily close your facility, please contact your Regional Key regarding the temporary closure.

Central Regional Key:	800-346-3030	South Central Regional Key:	800-864-4925
Northeast Regional Key:	800-528-7122	Southeast Regional Key:	877-660-2273
Northwest Regional Key:	800-866-2281	Southwest Regional Key:	877-349-4850

**NEXT STEPS:**

1. A child care provider who determines the need to temporarily close a facility should follow the instructions outlined in the Discussion section above.
2. OCDEL program staff should be familiar with the information in this Announcement and share it with appropriate staff, particularly those who work on a regular basis with child care providers who need to know this information.
3. CCIS Agencies, Early Intervention Programs, Head Start Grantees, PA Pre-K Counts Grantees, PA Key and Regional Keys are requested to publicize and distribute this information to certified child care providers.

Comments and Questions Regarding this Announcement Should be Directed to OCDEL at (717) 346-9320.