

WORKFORCE SOLUTIONS

G R E A T E R D A L L A S

Policy Number: S0809	RE: Child Care Rules and Regulations
Date Issued: 09-02-11	Effective Date: 02-15-2011

Inclusion Assistance Rate for Children with Disabilities

Background

As required in WD# 05-11, Boards are required to provide guidance to contractors for the inclusion assistance rate for children with disabilities, specifically: verifying a child's eligibility for the inclusion assistance rate; and assessing the provider's need for the inclusion assistance rate.

Policy

Texas Workforce Commission Child Care Services rule §809.20(d) requires a board or its contractor to ensure that providers are reimbursed up to 190 percent of the provider's reimbursement rate to assist in the care of a child with disabilities. The higher rate – the inclusion assistance rate- considers the estimated cost of additional staff or equipment needed for a child with disabilities.

Contractor must be aware of the following two step process for authorizing the inclusion assistance rate:

1. Verifying a child's eligibility for the inclusion assistance rate

Contractor must verify a child's eligibility for the inclusion assistance rate by confirming the child's enrollment in or receipt of benefits from one or more of the following programs:

- Supplemental Security Income (SSI) benefits
- Social Security Disability Insurance (SSDI) benefits
- Texas Department of Assistive and Rehabilitative Services Early Childhood Intervention (ECI) program
- A Head Start Program that identified the child as having a disability
- Public school special education services, including preschool programs for children with disabilities (PPCD)

2. Assessing the Provider's Need for the Inclusion Assistance Rate

Contractor must ensure that a qualified professional familiar with assessing the needs of children with disabilities certifies the need for the inclusion assistance rate. Contractor must designate qualified professionals familiar with assessing the needs of children with disabilities to certify the need for the inclusion assistance rate.

Qualified professionals will have the following job specifications:

Education: Bachelor degree in Early Childhood Education, Special Education, Child Development, or closely related field preferred. Minimum Associate degree

Experience: Minimum of 2 years experience in child development, including at least 1 year of full-time experience in direct delivery of services to children with Bachelor degree. Minimum 5 years experience in child development, including 1 year full-time experience in direct delivery of services to children with disabilities with Associates degree.

Skills/Abilities: Experience in writing Individual Development Plans or Individual Educational plans for young children preferred, working knowledge of the special education field and terminology related to disabilities preferred. Bilingual in Spanish or American Sign Language preferred. Ability to plan, prepare and present training, ability to communicate

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effectively with the public, must work well with diverse groups of individuals, computer literacy, word processing and spreadsheets, prompt and regular attendance required.

Contractor must ensure that designated qualified professionals consider the cost of the following when certifying a need for the inclusion assistance rate:

- Additional staff and training
- Necessary equipment
- Necessary minor renovations
- Expected duration of the inclusion assistance rate, and
- The percentage of the increase rate, which is not to exceed 190 percent of the provider's reimbursement rate.

Contractor must ensure that the designated qualified professional:

- Uses Form CC-2419 (2011) – Certification for Inclusion Assistance Rate,
- Evaluates the parent and provider questionnaire included in the CC-2419 form,
- Conducts observations at the provider site to confirm need for the inclusion assistance rate,
- Ensures that the provider has met the minimum standards set forth in 40 TAC §746.1315 for CPR and first aid training during the provider's most recent inspection by the Texas Department of Family and Protective Services; and reviews one of the following, depending on which program the child is enrolled in:
 - Individualized Family Service Plan from the ECI program or Early Head Start,
 - Individualized Education Plan from Head Start or public school special education services, including PPCD; or
 - Other supporting documentation to identify modifications that may include types of equipment recommended for the child.

Contractor must verify provider compliance with approved activities within 30 calendar days of receiving approval for the inclusion assistance rate.

Initiating the Inclusion Assistance Rate Process

Contractor must be aware that the inclusion assistance rate process:

- Can be initiated only by a child's parent; and
- Cannot be initiated by child care providers.



If a child care provider requests that a child receive the inclusion assistance rate, contractors must ensure that the provider is informed of the following:

- The inclusion assistance rate can be requested only by the parent.
- The provider should discuss with the parent the provider's concerns regarding the child's special needs.
- The provider can recommend that the parent contact the Board's child care contractor to discuss inclusion assistance rate benefits and process.
- The provider can refer the parent to the following appropriate program services for children with disabilities:
 - SSI benefits,
 - SSDI benefits,
 - ECI, and
 - Public school special education services including PPCD.

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Contact

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Approved for Content:	
	9-2-11
Signature	Date
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