

Boulder County CCAP UNDERSTANDING PARENT CO-PAYS

Dear CCAP Parent,

Your monthly parent co-pay is _____. This starts _____. This co-pay is assessed to _____ at provider _____. This fee is part/ full time and based on your household size of ____ number of children in care _____ and household gross income of _____.

The co-pay amount is the first payment to care each month. This means that child care costs are deducted from your parent co-pay until exhausted. Once it is finished then CCAP starts paying for your care until the end of the month.

Co-pays or parent fees are required by CCAP if there is any income (earned or unearned) in the home. These co-pays are paid directly to your provider. If you do not pay your parent co-pay, your provider will notify CCAP and your case will be set to close for non-payment of fees. You will have 15 days to satisfy your co-pay due or set up an agreed upon payment plan with your provider. If you fail to make payments, your provider will notify us and again you will have 15 days to reconcile owed co-pay fees or lose care. As long as there are unpaid fees on your case you will not be able to receive CCAP with any other provider in Boulder County or with CCAP in any other Colorado county.

Co-pays are applied to the case not by individual child. It is based on the first child in care and additional children will increase the fee between \$15-40 per child. The fee is often split between the children in care. If one child stops care, the entire fee will then be re-assessed to the remaining children in care. If at any time, you are having issues paying your co-pay please be sure to contact the CCAP office as there may be short term options available to assist you.

If parent co-pays exceed cost of care then CCAP would not be needed for case, parents would need to pay out of pocket to provider. Sometimes when the CCAP co-pay amount is the same or slightly higher than the CCAP rate of reimbursement but lower than the private pay amount it makes more sense financially to stay on CCAP and pay the parent co-pay amount. In this case, a technician will discuss options with you.

Your Parent fee/co-pay is never prorated. Once assessed on the first day of month they cannot be changed and are expected to be paid to provider each month. CCAP rules state you have until the last day of the month to pay your fee. You may have a different agreement with your provider so please defer to that agreement.

CCAP does not reimburse parent co-pays. The entire parent co-pay is paid regardless of the amount of care used in month. If you use less care than the fee, you will need to work that out with your provider directly.

Your parent co-pay will remain the same throughout your certification period (12 months) unless you report a change that would lower it such as, decrease in income, hardship, temporary leave, or a change in number of children in care. In addition, CCAP incentivizes parents to choose quality rated care providers. If you choose any provider that has a 3 or higher Colorado Shines rating, your parent co-pay will be discounted for the entire case. Please go to www.ColoradoShines.com for more information.

Please contact us if you have any questions.



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