



Georgia Dept of Early Care and Learning

BRIGHT FROM THE START

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1-833-4GA-CAPS (1-833-442-2277)

Brian P. Kemp
Governor

Amy M. Jacobs
Commissioner

Memorandum

To: CAPS Child Care Providers, Families, and Stakeholders
From: Elisabetta Kasfir, Deputy Commissioner for Federal Programs
Date: March 25, 2020
Re: Emergency CAPS Policy Waivers in Response to COVID-19

We are re-sending this memorandum to let you know that we are extending these CAPS policy waivers through **April 10, 2020**, as noted below.

In response to the evolving COVID-19 pandemic, the Georgia Department of Early Care and Learning (DECAL) is issuing emergency waivers for certain policies in the Childcare and Parent Services (CAPS) program. These comprehensive policy waivers do not require families or child care providers to submit individual requests.

The policy waivers listed and detailed in this communication will remain in effect from March 16, 2020 to **April 10, 2020**:

1. Emergency CAPS Payment Policies Waiver
2. Emergency CAPS State-Approved Activity Policies Waiver
3. Temporary Suspension of CAPS Provider Rate Changes

Because the COVID-19 situation is fluid, and DECAL's responses to the situation evolve rapidly based on information from the CDC and the Georgia Department of Public Health, we may extend these emergency policy waivers or create additional waivers. We will issue updates as we adapt our policies.

1. Emergency CAPS Payment Policies Waiver

A provider may continue to bill for any child with an active scholarship who received care at least once since March 1, 2020. This waiver applies to open and closed providers. When billing for absent children, or billing for a service week when the center is closed, providers should only bill on one scholarship per child using the scholarship with the highest payment rate (e.g., full-time opposed to before/after).

Although CAPS will pay providers for all children with active scholarships who were in care at least once since March 1, 2020, providers must continue to maintain accurate records required by CAPS policy, including arrival and departure records.

2. Emergency CAPS State-Approved Activity Policies Waiver

Parental authorities who permanently lose their employment or stop attending an education/training program due to matters related to COVID-19 can continue child care services at the current level through the end of their current certification period. The parental authority does not need to report this permanent loss in activity.

If the parental authority is not meeting state-approved activity requirements at their annual redetermination as a result of circumstances related to COVID-19, the lack of an activity will not impact eligibility.

3. Temporary Suspension of CAPS Provider Rate Changes

To better meet the needs of the families and child care providers impacted by COVID-19, CAPS will suspend the processing of all provider rate changes from March 16, 2020 to March 29, 2020, except in limited situations. If a provider feels an exception is needed, contact CAPS at 1-833-4GA-CAPS.

CAPS Policies Impacted by Waivers

- [6.8.1](#)
- [12.4.7.4](#)
- [12.4.7.5](#)
- [12.4.11.1](#)
- [13.4.3](#)

DECAL is committed to supporting child care providers and families during this public health emergency. The payment policy waiver is intended to enable providers to continue to operate or to pay teachers in the event of a closure. DECAL asks that providers pass along some of that benefit to families by reducing or eliminating rate differentials and family fees being applied to families during periods of closure or absence.

We will communicate additional information and updates as we adapt our policies to ensure the health and safety of all children, their families, and the child care workforce. Contact our office at 1-833-4GA-CAPS (1-833-442-2277) if you have questions or need additional information. To learn more about CAPS Policies and Procedures, visit www.caps.dec.state.ga.us.