



Georgia Dept of Early Care and Learning

BRIGHT FROM THE START

2 Martin Luther King Jr. Drive SE, Suite 754, East Tower, Atlanta, GA 30334
1-833-4GA-CAPS (1-833-442-2277)

Brian P. Kemp
Governor

Amy M. Jacobs
Commissioner

November 2, 2020

Re: Important Updates to CAPS Policies

Dear CAPS Child Care Provider,

This letter is to inform you of some important changes to CAPS policy. The changes detailed below go into effect November 2, 2020.

1. Changed “parental authority” to “parent;” “case manager” to “CAPS staff;” and “Georgia Lottery-funded Pre-K” to “Georgia’s Pre-K Program.” The policy can be [viewed in CAPS Definitions and Acronyms \(CAPS/00-2\)](#).
2. Clarified that parents can enroll their school age child in any educational program of their choice; however, CAPS may reimburse a provider only for before and after care for school age children attending a public or private school while school is in session. The policy can be [viewed in CAPS Parent Rights and Responsibilities Policy \(CAPS/00-3\), section 3.3.4](#).
3. Clarified language noting that a provider should report non-attendance and excessive unexplained absences to the State Provider Management Agent (SPMA). The policy can be [viewed in CAPS Purchased of Child Care through Scholarships \(CAPS/00-10\), section 10.8.2](#).
4. Clarified that parents cannot reside at or work for the Family Child Care Learning Home (FCCLH) that receives subsidies for the parent’s child. The policy can be [viewed in CAPS Participating Providers Policy \(CAPS/00-11\), section 11.4.1.2](#).

All CAPS providers are responsible for viewing CAPS policies on a regular basis because policies are subject to change. For more information on CAPS policy, visit our webpage at <https://caps.decal.ga.gov/en/Policy/>. If you have questions, contact us at 1-833-4GA-CAPS (1-833-442-2277).

Thank you for all you do to provide quality child care environments for our families.

Sincerely,

Elisabetta Kasfir
Deputy Commissioner for Federal Programs