

## *Supporting Onsite Learning for Virtual Education Program*

### **Selecting an Informal Provider for SOLVE Families**

Families who have a child or young adult with a disability in need of care may choose to use an individual provider other than a licensed or license-exempt provider. Review the following for more information on eligibility and selection of an informal provider.

#### **Child/Young Adult with Disability Definition**

A child or young adult with a disability is an individual who has a disability or developmental delay that impacts their learning as measured and documented by appropriate diagnostic instruments and procedures by a licensed clinical specialist. The disability or delay must be in one of the following areas: physical development, cognitive development, communication development, social or emotional development, or adaptive development. Children with disabilities may include: a child who is eligible for early intervention services under part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq.); a child who is eligible for services under part B, section 619, of the Individuals with Disabilities Education Act (20 U.S.C. 1419); a child who is eligible for services under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); a child with a Medicaid waiver for persons with disabilities (i.e., Katie Beckett, NOW, or COMP); and a child receiving Supplemental Security Income for blindness or a disability.

#### **Informal Provider Definition & Requirements**

An Informal Provider is a family member, friend, or neighbor who provides care for no more than two unrelated (or no more than six related) children for pay. Informal care can be authorized for children or young adults with a disability and additional children in the household, if applicable.

Informal providers are not required to be licensed but must register with the Childcare and Parent Services (CAPS) program to receive SOLVE payments. SOLVE Informal providers must meet the requirements listed below to enroll as a provider.

- Must be 21 years of age or older

- Must not be included in the family unit. The family unit consists of the parent with legal, biological, and/or daily responsibility of the child and young adult in the home.
- Cannot be a legal guardian, biological parent, or person acting in the place of the parent (i.e., in loco parentis)
- Must submit current, accurate, authentic, and complete copies of the following documents at initial enrollment:
  - Valid proof of social security number and verification of identity, such as photo ID, driver's license, or passport (only at initial enrollment or if information changes)
  - Informal Provider Enrollment Affidavit

## **Informal Provider Enrollment Process**

The enrollment process for informal providers can take up to 30 business days to complete and will be delayed further if the informal provider does not take immediate action to complete all requirements. The SOLVE Scholarships cannot be approved until the informal provider has been approved by CAPS.

The CAPS State Provider Management Agent (SPMA) will send the individual enrolling as an informal provider all instructions and documentation needed to complete enrollment. The informal provider must facilitate completion of or must submit the items detailed below to complete the enrollment process.

- Satisfactory criminal record check determinations for all adults 17 years of age or older who reside in the home where care will be provided must be issued prior to authorization of subsidy through CAPS. For additional information on the records check process and components, visit: <http://dec.al.ga.gov/CCS/CriminalRecordsCheck.aspx>.
  - Note: While all providers participating in CAPS are required to comply with DECAL's Comprehensive Background Check Policy, as prescribed in [CAPS Health and Safety Standards Policy \(CAPS/00-15\)](#), the SPMA provides additional support to informal providers in obtaining required criminal background checks.
- Infant/Toddler CPR Certification certificate (must be current)
- Form W-9 for tax identification purposes
- Child Care Provider Agreement
- Direct deposit form



## Informal Provider Payment Rates

Payment rates for SOLVE scholarships have been established based on the location where care is provided and the type of care (i.e., full time or before/after school care). Counties located in each zone are listed in the second table.

	<b>ZONE 1</b>	<b>ZONE 2</b>	<b>ZONE 3</b>
<b>FULL DAY</b>	\$129.00	\$109.00	\$109.00
<b>BEFORE AND AFTER</b>	\$84.00	\$75.00	\$58.00
<b>PART TIME</b>	\$46.00	\$35.00	\$29.00

### Zone 1

Camden	Cobb	Fayette	Gwinnett	Paulding
Cherokee	DeKalb	Forsyth	Hall	Rockdale
Clayton	Douglas	Fulton	Henry	

### Zone 2

Baldwin	Columbia	Houston	Meriwether	Richmond
Barrow	Coweta	Jackson	Morgan	Spalding
Bartow	Dawson	Jones	Murray	Tift
Bibb	Dougherty	Lamar	Muscogee	Troup
Bryan	Effingham	Lee	Newton	Walton
Bulloch	Floyd	Liberty	Oconee	Whitfield
Butts	Glynn	Lowndes	Peach	
Catoosa	Gordon	Lumpkin	Pike	
Chatham	Harris	Madison	Pulaski	
Clarke	Hart	McDuffie	Putnam	

### Zone 3

Appling	Colquitt	Hancock	Oglethorpe	Toombs
Atkinson	Cook	Haralson	Pickens	Towns
Bacon	Crawford	Heard	Pierce	Treutlen
Baker	Crisp	Irwin	Polk	Turner
Banks	Dade	Jasper	Quitman	Twiggs
Ben Hill	Decatur	Jeff Davis	Rabun	Union
Berrien	Dodge	Jefferson	Randolph	Upson
Bleckley	Dooley	Jenkins	Schley	Walker
Brantley	Early	Johnson	Screven	Ware
Brooks	Echols	Lanier	Seminole	Warren
Burke	Elbert	Laurens	Stephens	Washington
Calhoun	Emanuel	Lincoln	Stewart	Wayne
Candler	Evans	Long	Sumter	Webster
Carroll	Fannin	Macon	Talbot	Wheeler
Charlton	Franklin	Marion	Taliaferro	White
Chattahoochee	Gilmer	McIntosh	Tattnall	Wilcox
Chattooga	Glascok	Miller	Taylor	Wilkes
Clay	Grady	Mitchell	Telfair	Wilkinson
Clinch	Greene	Monroe	Terrell	Worth
Coffee	Habersham	Montgomery	Thomas	