



Department of Human Resources
 311 West Saratoga Street
 Baltimore MD 21201

**FAMILY INVESTMENT
 ADMINISTRATION
 INFORMATION MEMO**

Control Number:#12-22

Effective Date: April 12, 2012

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
 DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
 FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF
 CHILD CARE SUBSIDY PROGRAM ADMINISTRATORS**

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR, FIA
ROLF GRAFWALLNER, ASSISTANT STATE SUPERINTENDENT, DIVISION OF EARLY CHILDHOOD EDUCATION, MSDE

Rosemary Malone

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RE: LARGE FAMILY CHILD CARE HOME

PROGRAM AFFECTED: CHILD CARE SUBSIDY

ORIGINATING OFFICE: FAMILY INVESTMENT ADMINISTRATION

SUMMARY: The Office of Child Care Licensing Branch has created a new type of care for child care providers. Large Family Child Care Homes have been created to offer providers who are now classified as small centers an opportunity to be accredited and to participate in the food program. The number of children can range from 9 -12.

ACTION REQUIRED: Continue creating a formal care voucher for parents who select family home care.

SYSTEM PROCEDURES: The CCATS automatically detects whether the selected provider is a large family child care home and sets the rate for the voucher at the center care rate.

ACTION DUE: Immediately.

INQUIRIES: Direct policy or procedure inquiries to Myra White-Gray at 410-767-7863 or myra.white-gray@msde.state.md.us. Direct system inquiries to the MSDE CCATS Help Desk at 410-767-7816 or MSDECCATS@msde.state.md.us.

c: DHR Executive Staff
 FIA Management Staff
 Constituent Services
 OTHS Help Desk
 Child Care Subsidy Management Staff