



**CABINET FOR HEALTH AND FAMILY SERVICES**  
**Department for Community Based Services**  
**Office of the Commissioner**

**Andy Beshear**  
Governor

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**Eric C. Friedlander**  
Acting Secretary

**Updates on the Child Care Assistance Program (CCAP)**  
**March 31, 2020**

Kentucky is officially able to pay for the Child Care Assistance Program (CCAP) based on enrollment and not on attendance during the course of the novel coronavirus 2019 crisis. This means that if a center has a child currently enrolled in their program and receiving CCAP, then the program will be able to receive CCAP funding for that child regardless if the program is open or closed. This provision is currently in place for registered, certified, and licensed child care programs. Licensed programs will need to submit their billing using the emergency code 45 for the days that the child was not in attendance related to the pandemic or when the center was closed. In-home child care providers (registered and certified) will need to submit all Provider Bill Forms blank (except for flex schedules) and billing staff will process. All programs need to fill out flex schedules as if the child attended, and then billing staff will correct them in order to pay. Billing will be paid the entire month, regardless of attendance, as long as the child is enrolled.

The Division of Child Care will also be covering the cost of the parent co-pays during this crisis to avoid putting additional financial burden on the families.

CCAP will be awarded during this crisis even if private pay families are not charged since CCAP payments will be based on enrollment.

DCC is still waiting on approval of a federal waiver to allow CCAP for Limited Duration Childcare programs while our typical registered, certified, and licensed programs are shutdown. We expect to receive notification on our waiver soon. Once we have received information on the waiver (approved or not approved) we will notify the child care community immediately.

Questions for CCAP billing staff can be emailed to [CCAPProviderPayments@ky.gov](mailto:CCAPProviderPayments@ky.gov).