

Hi everyone,

We just received the following communication from the City of Philadelphia's Office of Early Childhood Education:

Updating you all on the most recent order by the City of Philadelphia, and waivers for Philly. **Child day care facilities are non-essential business, unless they obtain a waiver to operate from the Commonwealth of Pennsylvania or the City of Philadelphia.** See Page 4 (Section 3; B) here: <https://www.phila.gov/media/20200317124459/Order-and-Explanation-of-Prohibition-on-Non-Essential-Businesses.pdf>

I have also received lots of calls and e-mails from family child care providers. Please note that family child care homes and residential group homes are not mandated to be closed at this time. You can, and should, make decisions that are in the best interest of your families and staff and can, therefore, choose to close if necessary.

Again, programs will receive their full subsidy reimbursement (based on last week's enrollment) until at least April 30th. This is true whether you are open or closed – mandatory or by choice.

Here, again, is the information if you need to apply for a waiver to remain open:

- **Waiver Request** - The Department of Human Services, recognizes the temporary closure of child care facilities is a burden for all Pennsylvania families who depend on this service. Because it is especially burdensome for essential services personnel such as health care workers, first responders, direct health care staff and long term care facility staff who must have safe and stable care options for their children to report to work, OCDEL has implemented a waiver process for child care facilities serving these families. Operators seeking a waiver from the commonwealth's temporary closure order should contact OCDEL at RA-PWDRACERT@pa.gov . Child Care Certification staff will respond to requests as quickly as possible. Email subject line should read, "Waiver Request – (insert county name)".

Lastly, as a reminder, if you close, please be sure to both 1) let ELRC 18 know (you can just reply to this e-mail), and 2) let the State know by following these directions:

Early learning programs that choose to or are directed to close due to COVID-19 must do the following:

1. Email OCDEL at RA-PWOCDELFacilclose@pa.gov to report that the program is closing due to COVID-19.

2. Use one of the following subject line, as appropriate for the program:

Child Care Closure - < Insert Name of County>

PKC Closure - < Insert Name of County>

HSSAP - < Insert Name of County>

EI Closure - < Insert Name of County>

HV Closure - <Insert Name of County>

3. Include the following information in the email to OCDEL:

- a. Program name
- b. Program address
- c. Program telephone number
- d. Number of children enrolled at the program
- e. Date of closing
- f. Anticipated date of reopening, if known
- g. Reason for closure (child/family illness, staff illness, general mitigation efforts)

NOTE: If programs have multiple locations or funding streams that are affected by a closure, please list all programs within the body of one email.

I realize that there are still questions around the co-payment and reimbursement for full-time care for school-age children, as well as how to fill out you invoice for March, and will share that information as soon as I have it.

Thanks for all of your cooperation and patience, and please reach out if we can be of assistance. Be well!!

Take good care,
Diane

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