



Minnesota Child Care Assistance Programs

Parent Acknowledgement When Choosing a Legal Nonlicensed Provider

Instructions: Read this form, sign the last page, and return the last page to your Minnesota Child Care Assistance Programs (CCAP) worker. Keep the rest of this form for your records. You must sign and send a page for each Legal Nonlicensed (LNL) provider you use.

Why did I receive this?

You chose a LNL child care provider to care for your child. We cannot pay for child care from this provider until you sign and return the last page of this form. This form has information that you need to know about using a LNL child care provider.

What is a legal nonlicensed provider?

A LNL provider is a child care provider who is eligible to receive payment from CCAP, but is not a licensed child care provider.

Almost everyone who provides child care in Minnesota must be licensed. There are some exceptions. The following types of child care do not have to be licensed:

- Child care provided by a provider who is related* to the children, and/or child care provided to children from one family that is not related to the provider.
(*Related means a spouse, a parent, a natural or adopted child or stepchild, a stepparent, a stepbrother, a stepsister, a niece, a nephew, an adoptive parent, a grandparent, a sibling, an aunt, an uncle, or a legal guardian.)
- Child care provided for less than 30 days in any 12 month period.

Although the types of child care listed above do not have to be licensed, the following people can not provide child care to any child not related to them.

- A person who applied for a child care license, or who was a child care license holder, who received a license denial, conditional license, or sanction that has not been reversed on appeal.
- A provider or household member who, as a result of the licensing process, has a disqualification that has not been set aside.

The state does not license LNL providers, but they still must meet state and local laws that protect children's health and safety. The county or state does not check LNL providers to make sure they follow these laws. This does not mean that the care provided by the LNL provider is not safe. It means that you, as a parent, are responsible for checking the provider you want to use to make sure it is a good place for your child.

What if I am using an in-home provider?

A provider who cares for your child in your home usually is a LNL provider. If a LNL provider cares for your child in your home you are considered the provider's employer. As the provider's employer you have legal responsibilities. If you want an in-home provider, the county can help you get more information about your rights and responsibilities as an employer.

How do LNL providers get approved to care for CCAP children?

All providers must be approved by the county before receiving CCAP payments. A LNL provider:

- Must be at least 18 years of age.
- Cannot be a member of your family that is receiving MFIP or CCAP.

The LNL provider you chose will get forms to fill out and return to the county. When the provider returns these forms, the county will check to see if they can approve the provider to care for CCAP families. The county will do a background check on the LNL provider and the members of their household. If a county knows that a child care provider is unsafe, the county may deny CCAP payments for that provider.

We will mail you a notice if we cannot approve your provider then you can choose a different provider. We can not tell you the reason unless the provider says we can in writing. If we do not approve your provider, you can appeal the decision.

What information do I have to give my legal nonlicensed provider?

Review the health and safety information your provider gets from the county. It includes information about nutrition, child development, child protection, etc.

- You must give your provider a copy of your child’s immunization record within 90 days of the day your child starts care. You must update this information if your child has more immunizations.
- You should give your provider emergency information, including telephone numbers where you can be reached when your child is in care.

What if I have questions about the registration process?

If you have questions about the registration process, call your CCAP worker.

Attention. If you want free help translating this information, ask your worker or call the number below for your language.

ملاحظة: إذا أردت مساعدة مجانية في ترجمة هذه المعلومات، فاسأل مساعدك في مكتب الخدمة الاجتماعية أو اتصل على الرقم 1-800-358-0377.

កំណត់សំគាល់ បើអ្នកចង់បានជំនួយបកប្រែព័ត៌មាននេះដោយមិនគិតថ្លៃ សូមសួរអ្នកកាន់សំណុំរឿងរបស់អ្នក ឬ ទូរស័ព្ទទៅលេខ 1-888-468-3787 ។

Pažnja. Ako vam je potrebna besplatna pomoć za prevod ove informacije, pitajte vašeg radnika ili nazovite 1-888-234-3785.

Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, nug koj tus neeg lis dej num (worker) lossis hu 1-888-486-8377.

ໂປດຊາບ. ຖ້າຫາກທ່ານຕ້ອງການການຊ່ວຍເຫຼືອໃນການແປຂໍ້ຄວາມດັ່ງກ່າວນີ້ຟຣີ, ຈົ່ງຖາມນຳພັນກົງການຊ່ວຍວຽກຂອງທ່ານຫຼືໂທຣ໌ຫາຕາມເລກໂທຣ໌ 1-888-487-8251.

Hubaddhu. Yoo akka odeeffannoon kun sii hiikamu gargaarsa tolaa feeta ta’e, hojjataa kee gaafaddhu ykn lakkoofsa kana bilbili 1-888-234-3798.

Внимание: если вам нужна бесплатная помощь в переводе этой информации, обратитесь к своему социальному работнику или позвоните по следующему телефону: 1-888-562-5877.

Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la’aan ah, weydii hawl-wadeenkaaga ama wac lambarkan 1-888-547-8829.

Atención. Si desea recibir asistencia gratuita para traducir esta información, consulte a su trabajador o llame al 1-888-428-3438.

Chú Ý. Nếu quý vị cần dịch thông-tin này miễn phí, xin gọi nhân-viên xã-hội của quý vị hoặc gọi số 1-888-554-8759.

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This information is available in alternative formats to individuals with disabilities by calling your county worker. TTY users can call through Minnesota Relay at (800) 627-3529. For Speech-to-Speech, call (877) 627-3848. For additional assistance with legal rights and protections for equal access to human services benefits, contact your agency’s ADA coordinator.

Minnesota Child Care Assistance Programs Legal Nonlicensed Acknowledgement Statement

Instructions: You must complete and mail this form to your CCAP worker to receive CCAP payment. Please check the box after you read and understand each statement.

- I have read the “Parent Acknowledgement When Choosing a Legal Nonlicensed Provider” section of this form (pages one and two) and understand the legal nonlicensed (LNL) provider registration process and my rights and responsibilities when choosing a provider.
- I know the difference between licensed and LNL providers and know that LNL child care is not checked by the county or state. I am responsible for my choice of a provider. The county is not responsible for my provider’s actions.
- I know that if the county knows that my provider is not safe, or that the child care is not safe, they may not approve my provider or may deny CCAP payments for my provider.
- I know that if I have a provider care for my child in my home, I may be the provider’s employer. If I am the employer I have legal rights and responsibilities.
- My provider and I have reviewed the health and safety information provided by the county.
- I will give my provider an immunization record for my child within 90 days of the date that child care starts. I will give my provider any updated immunization information.
- I know that I cannot receive child care assistance until I have signed and returned this form to the county.

PARENT SIGNATURE	DATE
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Complete, sign and date this form and send it to your CCAP worker.