



CHILD CARE SUBSIDY PROGRAM (CCSP)  
**CCSP Provider Payment Termination Notice**

CUSTOMER SERVICE CONTACT CENTER TELEPHONE NUMBER	CUSTOMER SERVICE CONTACT CENTER FAX NUMBER
CLIENT IDENTIFICATION NUMBER	DATE

You remain eligible for child care subsidy benefits, but payments to your child care provider, \_\_\_\_\_, will end for the children listed below.

- |   |   |
|---|---|
| <input type="checkbox"/> _____ on _____ | <input type="checkbox"/> _____ on _____ |
| <input type="checkbox"/> _____ on _____ | <input type="checkbox"/> _____ on _____ |
| <input type="checkbox"/> _____ on _____ | <input type="checkbox"/> _____ on _____ |
| <input type="checkbox"/> _____ on _____ | <input type="checkbox"/> _____ on _____ |

**The reason for the termination is indicated below:**

- Your licensed child care provider has not met the requirements of the Early Achievers program and will no longer be eligible to receive child care subsidy payments for children not in school, if those requirements are not met by termination date listed above. WAC 110-15-0125.
- Payments to your child care provider, \_\_\_\_\_, will end on \_\_\_\_\_ because your provider is disqualified under WAC 110-15-0125.
- Payments to your Family, Friend and Neighbor (FFN) child care provider, \_\_\_\_\_, will end \_\_\_\_\_ because the provider hasn't met the requirements for ongoing approval under WAC 110-16-0015. If the requirements are not met by the termination dates listed above, all payments will stop. The provider can contact the Department of Children, Youth and Families with questions at 1-866-482-4325 #8 or [dcyf.ffn@dcyf.wa.gov](mailto:dcyf.ffn@dcyf.wa.gov).
- Other (specify):

**If you need a different provider:**

**Licensed care:** Contact Child Care Aware at 1-800-446-1114 or online at [childcareaware.org](http://childcareaware.org). Child Care Aware provides free, unbiased information and referrals for families seeking high-quality licensed child care.

You must notify us within five days of beginning care with your new licensed provider according to WAC 110-15-0031. We have enclosed the Provider Information form, DSHS 10-608, for your convenience. Please return the form, or call us at the number on the top of this letter to let us know who your new provider is.

You may find licensed child care background check statuses, licensing history, monitoring reports, languages spoken and much more at Child Care Check at [findchildcarewa.org](http://findchildcarewa.org).

**License exempt care:** Please see the enclosed Family, Friend and Neighbor (FFN) provider pending letter for instructions on how to begin the approval process for a different Family, Friend and Neighbor in-home / relative provider.

**If you have questions, please contact us at the number listed at the top of this letter.**

**Child Care Aware provides free, unbiased information and referrals for families seeking high-quality child care. To contact Child Care Aware you may call 1-800-446-1114 or online at [childcareaware.org](http://childcareaware.org).**

## **Hearing Rights**

If you disagree with this decision, you may request a hearing by contacting this office or write to Office of Administrative Hearings, P O Box 42489, Olympia, WA 98504-2489. You must request your hearing:

- On or before the effective date of this action or no more than 10 days after we send you notice of this action, if you receive benefits now and you want them to continue, or
- Within 90 days of the date you receive this letter.

At the hearing, you have the right to represent yourself, be represented by an attorney or by any other person you choose. You may be able to get free legal advice or representation by contacting an office of legal services.