



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
LANSING



ISMAEL AHMED  
DIRECTOR

September 2, 2009

Dear Child Care Provider:

Beginning **October 2009**, there will be changes to the Child Development and Care (CDC) program for all child care providers. The changes are as follows:

- **DHS will begin impacting CDC payments based on parent reporting.** If the parents of the children for whom you provide child care do not report hours of care, your payment will be delayed until resolved by the Central Reconciliation Unit. Please advise your parent(s) to report their hours. **Providers may not report for parents or demand parents to provide them with their parent ID numbers or PINs.**
- **The payment of ill/holiday hours will be limited to 208 hours per child per fiscal year.** Any ill/holiday hours exceeding this limit will be the responsibility of the parent. Please note that the next fiscal year begins October 1, 2009 and will end September 30, 2010.
- **Centers billing for five or more children will be required to use Internet-billing (I-billing.)** I-billing is the easiest and most convenient way to bill using the I-billing system found under provider billing & payments at [www.michigan.gov/childcare](http://www.michigan.gov/childcare).

If you have any questions regarding these changes and how they will impact your provider billing or payments, please contact the Central Reconciliation Unit at 1-866-990-3227. Thank you.

Sincerely,

Lisa Brewer-Walraven, Director  
Office of Early Education & Care