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**CHEROKEE NATION**<sup>®</sup>

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Office of the Chief

**Chuck Hoskin Jr.**  
*Principal Chief*

**Bryan Warner**  
*Deputy Principal Chief*

February 17, 2022

Dear Child Care Provider:

Deputy Chief Warner and I write to you today to share that Cherokee Nation Child Care and Development is reinstating several COVID-19 Emergency Policies. We recognize that the recent COVID-19 surge in our communities has caused tremendous difficulty, especially for child care providers and families of young children. It is our hope that these policies will provide additional support for the important work childcare providers do in our communities.

The policies impacted are the COVID-19 Absent Day Policy, the COVID-19 \$5.00 Add-on Rate Policy, and the COVID-19 Coverage of Child Care Copayments for Parents Policy. Each of these policies are aimed at alleviating some of the burdens caused by the ongoing COVID-19 pandemic, both for providers and parents and guardians. Please review the policies and their corresponding effective dates.

We appreciate the time and effort you dedicate to serving our children, and we know that you will continue to positively impact the lives of many Native children in the days to come. Cherokee Nation child care providers provide a critical service to the Cherokee people, and we consider you to be valuable partners in our effort to ensure every child receives high quality child care.

If you have any questions regarding the COVID-19 Emergency Subsidy Policies, or the Child Care Subsidy Program, please feel free to contact Cherokee Nation Child Care and Development at (918) 453-5300.

Wado,

Chuck Hoskin Jr.  
Principal Chief  
Cherokee Nation

Bryan Warner  
Deputy Principal Chief  
Cherokee Nation

*Attachments:*

1. *COVID-19 Absent Day Policy*
2. *COVID-19 \$5.00 Add-on Rate Policy*
3. *COVID-19 Coverage of Child Care Copayments for Parents Policy*

## Cherokee Nation Child Care and Development COVID-19 Emergency Policies

### 1) COVID-19 Absent Day Policy (*Effective January 1, 2022 to July 31, 2022*)

Child Care Providers may claim all absent days for children regardless of attendance. Children will not be held to the 15-day/75% minimum attendance requirement for providers to receive payment. Providers must write “absent” on the billing form when children are not in attendance and include the number of absent days in the math portion of the billing form.

Child Care Providers may also claim days their facility is closed due to COVID-19 related reasons. Providers must write “Closed due to COVID-19” on the billing form and include the number of COVID-19 closure days in the math portion of the billing form. Any closures not COVID-19 related may not be claimed. Please do not leave billing form lines blank or use limited wording such as “COVID-19” or “quarantine”. Do not submit blank billing forms.

### *School-Age Children Absent Day Policy*

Due to funding regulations, subsidy is required to define separate attendance requirements for school-age children during the school year. Child Care Providers may claim full-time status for school-age children attending your facility a minimum of 8 days or more (regardless of daily hours attended). School-age children not in attendance for at least 8 days during the month will be considered part-time and billing forms will be paid based on actual attendance.

### 2) COVID-19 \$5.00 Add-on Rate (*Effective January 1, 2022 to July 31, 2022*)

Cherokee Nation Child Care Subsidy will pay an additional \$5.00 add-on rate per child per day to child care centers, family child care homes and relative providers meeting the monthly requirements below. Child Care Providers may not charge parents for the \$5.00 add-on should the child not be eligible for the add-on rate.

Cherokee Nation contracted Child Care Providers must have an approved child care contract with Cherokee Nation Licensing and maintain an open status for at least 15 business days during the month. Add-on payments are only paid for days a child care facility is open for business.

### 3) COVID-19 Coverage of Child Care Copayments for Parents (*Effective February 1, 2022 to July 31, 2022*)

Cherokee Nation Child Care Subsidy will pay monthly child care copayments for parents directly to the Child Care Provider when child care billing claims are processed.