

Rio Grande/Mineral County

Department of Social Services

Policy

Policy Title Job Search	Reference 3.919 (I) (3)(a)
Policy No. CCCAP-15	Effective Date January 1 st 2015 Revised April 2019
	Adopted by BOCC 12-31-2014

Purpose

13 weeks of job search child care allows the parent the opportunity to have child care approved while out searching for a job. The client may be a current CCCAP participant who has lost their job or a new client applying for child care while trying to obtain a place of employment.

Policy

13 weeks of job search will be approved as an eligible activity for a parent who enrolls in the child care program, or loses employment while enrolled in the child care program. Any time used during a day will be count as one week. Child care will be authorized based on the proposed schedule for job search. Full or part time care will be determined based on the best interest of the parent and/or child(ren).

Procedure

County will authorize child care for a maximum of 13 weeks while the parent(s) looks for employment. Parent(s) will be required to submit a job search log each Monday for the previous week. The job search log sheet must be received by the following Friday or authorization will be suspended for a maximum of 5 business days. The child care case will be set to close without receipt of the log at the end of 5 business days. These days will count as used job search days in the 13 week count.

The job search logs and addressed stamped envelopes will be provided by the county for the full job search period at the time of approved child care. The county will track job search within the CHATS program. The 13 weeks of child care will be counted as days of utilized child care.

Signed by:



Chair, Rio Grande County Board of Commissioners



Date