

# Child Care Training

June 12<sup>th</sup>, 2018

International Institute of Minnesota

# CCAP Processing Guidelines



# How to complete a child care application



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# Expectations from Employment Counselor to set up Child Care

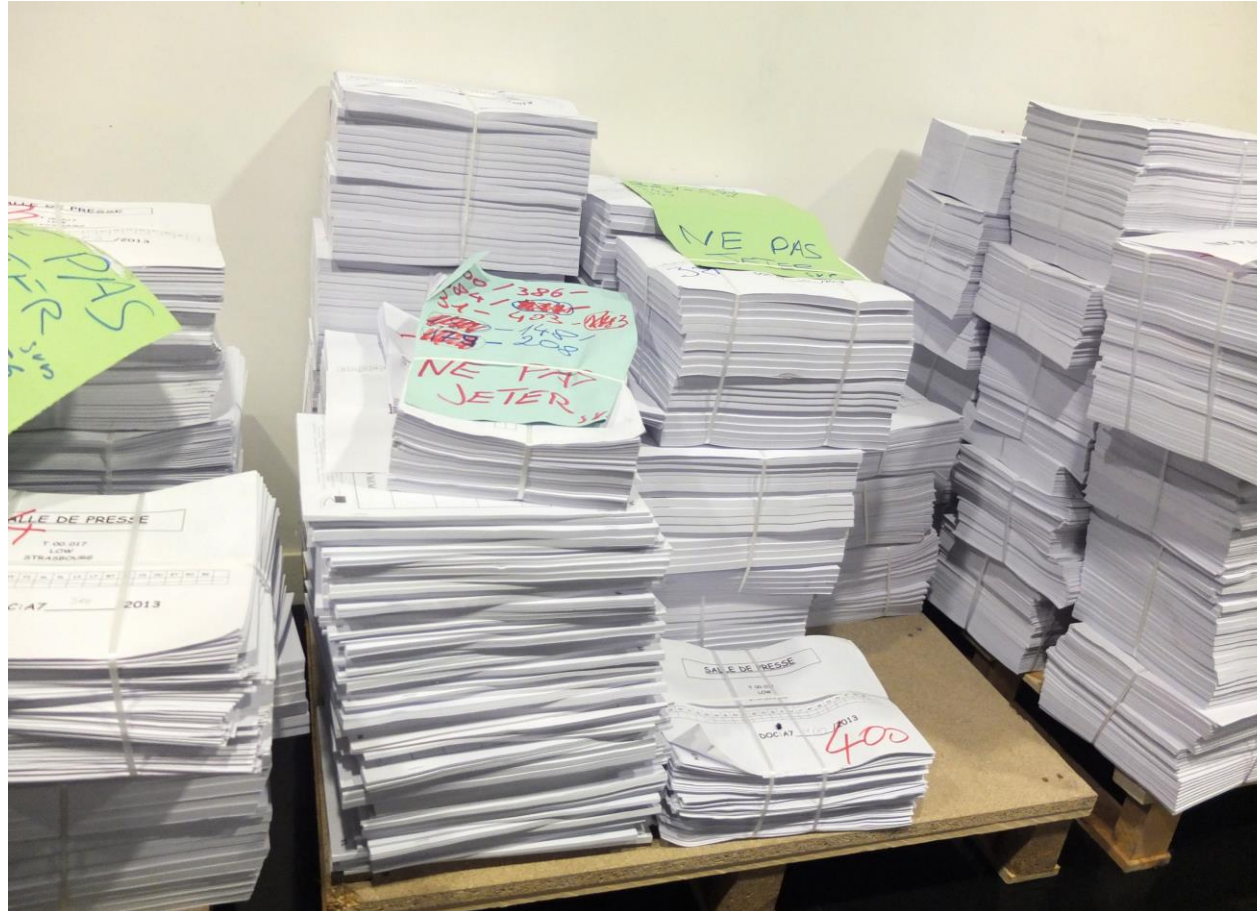


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# Transmittals



# Documentation required from participant and/or Employment Counselor to set up Child Care



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# Communication between EC and CCAP worker

- Email = chs.fas.ccap, or
- Email the worker, ending in @co.ramsey.mn.us, or
- Call the worker, and/or the lead worker, and/or the supervisor



# Legal Non-Licensed Providers



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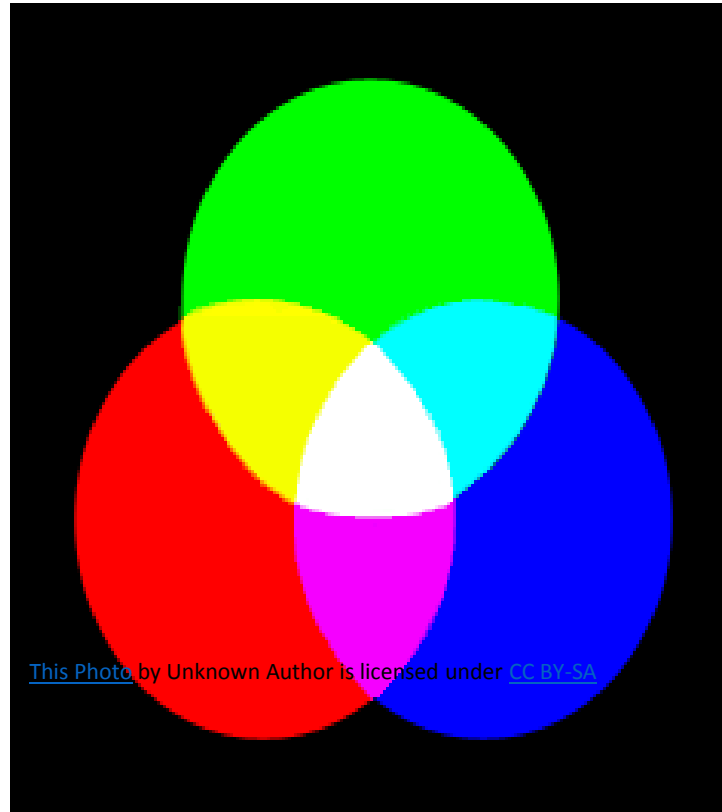
# 12 month reports vs. Schedule

- CCAP CM 7.4



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# Primary and Secondary Providers



# What is considered a center employee?



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# Who do I contact for other questions?

LNL Provider questions = Lori Morrison 651.266.4352

[Lori.Morrison@co.ramsey.mn.us](mailto:Lori.Morrison@co.ramsey.mn.us)

Intake/Application questions = Chasity Brown 651.443.2170

[Chasity.Brown@co.ramsey.mn.us](mailto:Chasity.Brown@co.ramsey.mn.us)

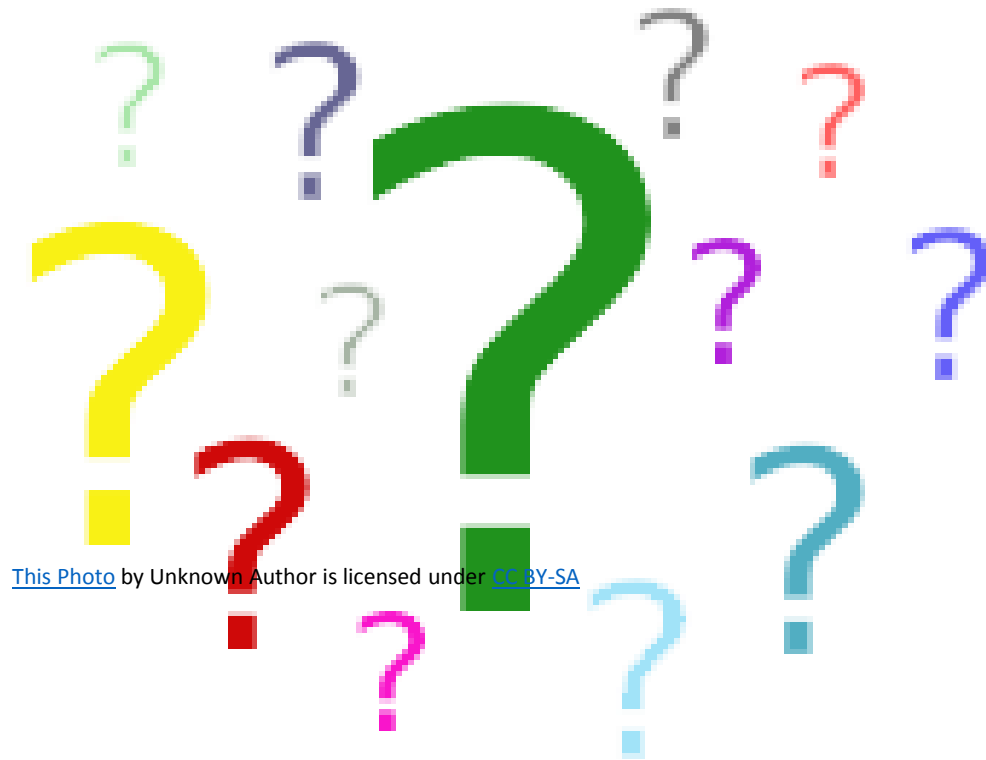
CCAP Lead worker = Ginny Hayes 651.266.4686

[Ginny.Hayes@co.ramsey.mn.us](mailto:Ginny.Hayes@co.ramsey.mn.us)

CCAP Supervisor = Cory Engelhardt 651.266.4605

[Cory.Engelhardt@co.ramsey.mn.us](mailto:Cory.Engelhardt@co.ramsey.mn.us)

# Questions?



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