August 23, 2019

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY WELFARE DIRECTOR LETTER

The purpose of this errata is to amend the validations for Item 7 and Item 9 in the All County Welfare Director Letter dated August 23, 2019.

This letter informs County Welfare Departments participating in the Emergency Child Care Bridge Program for Foster Children (Bridge Program) in Fiscal Year 2019-20 of a revised Emergency Child Care Bridge Program for Foster Children (Bridge Program) Monthly Status Report CCB 18 (7/19).

CDSS

KIM JOHNSON
DIRECTOR

GAVIN NEWSOM
GOVERNOR

August 23, 2019

ERRATA

ALL COUNTY WELFARE DIRECTOR LETTER

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: ERRATA TO ACWDL AUGUST 23, 2019 IMPLEMENTATION OF
REVISED EMERGENCY CHILD CARE BRIDGE PROGRAM FOR
FOSTER CHILDREN (BRIDGE PROGRAM) MONTHLY STATUS
REPORT CCB 18 (7/19)

REFERENCE: ACL 19-18 EMERGENCY CHILD CARE BRIDGE PROGRAM FOR
FOSTER CHILDREN (BRIDGE PROGRAM) OPTING IN FISCAL
YEARS (FY) 2019-20, 2020-21

The purpose of this errata is to amend the validations for Item 7 and Item 9 in the All
County Welfare Director Letter dated August 23, 2019.

The purpose of this letter is to inform County Welfare Departments participating in the
Emergency Child Care Bridge Program for Foster Children (Bridge Program) of a
revised CCB 18 data report. The revised report will be effective starting with the July
2019 report month.

Summary of Changes

Below is an overview of the major changes that have been made to the CCB 18 (7/19)
report and instructions.

- Item 7 (Children in the following type of placement) has been expanded to
  include additional types of placements. An explanation box for Item 7 has been
  added.
- The language connecting Item 17 (Bridge Program eligible families served by
  child care navigators) to Item 16 (Bridge Program eligible families referred to
  child care navigators) has been removed.
- Validations have been updated.

Completion and Submission

To complete the electronic form, counties are to download a copy of the accessible CCB 18 form from the California Department of Social Services Data Systems and Survey Design Section (DSSDS) Report Form and Instructions website. The electronic form contains the report form and links to the instructions and validations. All participating counties are required to submit the report via email to admccb18@dss.ca.gov by the 5th calendar day of the second month following the report month. The CCB 18 form, instructions, and validations are attached in PDF format as reference material.

Contacts

If you have any questions regarding the completion of this report, please contact DSSDS at (916) 651-8269 or via admccb18@dss.ca.gov. Program and/or policy related questions should be directed to the CalWORKs and Child Care Programs Branch at (916) 657-2144 or via ChildCareBridge@dss.ca.gov.

Attachments

STATE OF CALIFORNIA
HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
DATA SYSTEMS AND SURVEY DESIGN SECTION

Emergency Child Care Bridge Program for Foster Children (Bridge Program)
Monthly Status Report
CCB 18 (07/19)

DOWNLOAD REPORT FORM FROM:
https://www.cdss.ca.gov/inforesources/Research-and-Data/Report-Form-and-Instructions

EMAIL US FOR QUESTIONS ABOUT THE FORM OR INSTRUCTIONS:
admCCB18@dss.ca.gov

EMAIL US FOR TECHNICAL SUPPORT QUESTIONS:
admdssdcwts@dss.ca.gov

COUNTY NAME	VERSION	REPORT MONTH	REPORT YEAR	
Select County Name	**Initial**	**Select Month**	**Select Year**	

PART A. FAMILIES		Total
1. Families receiving Bridge Program vouchers	1	
2. Of the families in Item 1, those receiving Bridge Program vouchers for the first time	2	

PART B. CHILDREN	Parenting Youth	Children	
3. Length of time a child was in their current foster care placement before being determined eligibile for a Bridge Program voucher			
a. Less than 30 days		3	0
1. 0-2 years of age		4	
2. 3-5 years of age		5	
3. 6-12 years of age		6	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		7	
b. 30 days or more, but less than 90 days		8	0
1. 0-2 years of age		9	
2. 3-5 years of age		10	
3. 6-12 years of age		11	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		12	
c. 90 days or more, but less than 180 days		13	0
1. 0-2 years of age		14	
2. 3-5 years of age		15	
3. 6-12 years of age		16	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		17	
d. 180 days or more, but less than 270 days		18	0
1. 0-2 years of age		19	
2. 3-5 years of age		20	
3. 6-12 years of age		21	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		22	
e. 270 days or more		23	0
1. 0-2 years of age		24	
2. 3-5 years of age		25	
3. 6-12 years of age		26	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		27	
4. Length of time from when the child was determined eligible for a Bridge Program voucher to the child's first day in selected child care setting			
a. 1-7 days		28	0
1. 0-2 years of age		29	
2. 3-5 years of age		30	
3. 6-12 years of age		31	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		32	
b. 8-14 days		33	0
1. 0-2 years of age		34	
2. 3-5 years of age		35	
3. 6-12 years of age		36	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		37	
c. 15-21 days		38	0
1. 0-2 years of age		39	
2. 3-5 years of age		40	
3. 6-12 years of age		41	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)		42	
d. Over 21 days		43	0
1. 0-2 years of age		44	
2. 3-5 years of age		45	

Description	#		#	
3. 6-12 years of age			46	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			47	
5. Children receiving child care with a Bridge Program voucher			48	0
a. 0-2 years of age			49	
b. 3-5 years of age			50	
c. 6-12 years of age			51	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			52	
6. Of the children in Item 5, those receiving child care with a Bridge Program voucher for the first time			53	0
a. 0-2 years of age			54	
b. 3-5 years of age			55	
c. 6-12 years of age			56	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			57	
7. Children in the following type of placement or setting:	58	0	59	0
a. Resource Family	60		61	
b. Emergency Placement or Compelling Reason	62		63	
c. Certified Family Home or Licensed Foster Family Home	64		65	
d. Approved Relative or Non-Relative Extended Family Member	66		67	
e. Children of parenting youth			68	
f. Other	69			
8. Children that experienced a foster placement change	70		71	0
a. 0-2 years of age			72	
b. 3-5 years of age			73	
c. 6-12 years of age			74	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			75	
9. Children using a Bridge Program voucher in the following type of child care settings:			76	0
a. Child Care Center			77	
b. Family Child Care Home			78	
c. License-Exempt Child Care Provider/Program			79	
10. Children that stopped receiving a Bridge Program voucher			80	0
a. Less than 90 days			81	0
1. 0-2 years of age			82	
2. 3-5 years of age			83	
3. 6-12 years of age			84	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			85	
b. 90 days or more, but less than 180 days			86	0
1. 0-2 years of age			87	
2. 3-5 years of age			88	
3. 6-12 years of age			89	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			90	
c. 180 days or more, but less than 270 days			91	0
1. 0-2 years of age			92	
2. 3-5 years of age			93	
3. 6-12 years of age			94	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			95	
d. More than 270 days			96	0
1. 0-2 years of age			97	
2. 3-5 years of age			98	
3. 6-12 years of age			99	
4. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			100	
11. Children that transitioned from the Bridge Program to other subsidized child care			101	0
a. 0-2 years of age			102	
b. 3-5 years of age			103	
c. 6-12 years of age			104	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			105	
12. Children that transitioned from the Bridge Program to non-subsidized child care			106	0
a. 0-2 years of age			107	
b. 3-5 years of age			108	
c. 6-12 years of age			109	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			110	
13. Children unable to secure stable child care prior to the Bridge Program voucher expiring at 6 months			111	0
a. 0-2 years of age			112	
b. 3-5 years of age			113	
c. 6-12 years of age			114	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)			115	
14. Children unable to secure stable child care prior to the Bridge Program voucher expiring at 12 months			116	0
a. 0-2 years of age			117	

b. 3-5 years of age	118	
c. 6-12 years of age	119	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)	120	
15. Children that stopped receiving a Bridge Program voucher for other reasons	121	0
a. 0-2 years of age	122	
b. 3-5 years of age	123	
c. 6-12 years of age	124	
d. 13-21 years of age (only applicable for children with exceptional needs or severely disabled)	125	

PART C. CHILD CARE NAVIGATOR		**Total**
16. Bridge Program eligible families referred to child care navigators	126	
17. Bridge Program eligible families served by child care navigators	127	
18. Families receiving Bridge Program vouchers served by child care navigators	128	

PART D. TRAUMA-INFORMED TRAINING		**Total**
19. Trauma-informed care trainings	129	
20. Child care providers that attended trauma-informed care trainings	130	
21. Coaching sessions	131	
22. Child care providers that received coaching sessions	132	

COMMENTS

Item 4c Explanation

Item 4d Explanation

Item 7f Explanation

Item 15 Explanation

Revised Report Explanation

CONTACT PERSON	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	EMAIL	
SUPERVISOR	TELEPHONE	EXTENSION
JOB TITLE/CLASSIFICATION	EMAIL	
		DATE SUBMITTED

**EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN
(BRIDGE PROGRAM)
MONTHLY STATUS REPORT
CCB 18 (7/19)**

INSTRUCTIONS

CONTENT

The monthly CCB 18 report contains statistical information on the Emergency Child Care Bridge Program for Foster Children (Bridge Program) during the report month. The report includes data on Bridge Program voucher eligibility and enrollment, type of voucher placements and child care settings, the length of time receiving a voucher, and transition information. The data also includes the number of families referred and served by child care navigators and the number of trauma-informed care trainings held.

Each county provides program oversight of the Bridge Program. Some counties may contract with the Alternative Payment Programs (APP) to administer the child care voucher payment. The training and navigator portions are subcontracted to the local child care Resource and Referral (R&R) Agency.

PURPOSE

The Bridge Program aims to increase the number of children placed in foster family homes, increase the capacity of child care programs to meet the needs of foster children in their care, and maximize funding to support the child care needs of eligible families. This report provides county and state entities with information needed for budgeting, staffing, program planning, and other purposes.

COMPLETION AND SUBMISSION

Each county is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the county and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. Reports are to be received on or before the 5th calendar day of the second month following the report month (i.e., July's report would be due September 5th). If the report's due date is on a Saturday, Sunday, or state holiday, the report is due on the next business day.

If the county determines that a revision is needed to its previously submitted report, the county shall submit a revised report for the applicable month(s) and provide an explanation for the revision in the Revised Report Explanation box. The California Department of Social Services' (CDSS) policy requires counties to revise current State Fiscal Year (FY) reports, and two prior FYs, if needed. Revisions involving additional FYs will be evaluated by CDSS and the county to determine the corrections needed.

Download an Excel version of the report form from CDSS' Data Systems and Survey Design Section (DSSDS) Report Form and Instructions website, complete the downloaded form, and email to admccb18@dss.ca.gov. The electronic submission process contains automatic computations of some cells and provides for the email transmission of completed forms to DSSDS. If you have questions regarding the completion or submission of this report, contact DSSDS at (916) 651-8269 or via admccb18@dss.ca.gov. Program and/or policy related questions should be directed to the CalWORKs and Child Care Programs Branch at (916) 657-2144 or via ChildCareBridge@dss.ca.gov.

The report's statewide and county specific data is available on CDSS' Research and Data Reports (RADR) website. Counties are encouraged to review their data on the website each month to confirm that the county's data coincides with the data on file at CDSS. For reference purposes, copies of the report form, instructions, and validations can be downloaded from the RADR website.

GENERAL INSTRUCTIONS

Enter the county name, version (Initial or Revised), and the report month and year in the boxes provided near the top of the form. Enter the data required for each item. Enter zero if there is nothing to report for an item. **Do not leave any items blank unless otherwise noted.**

Enter in the boxes at the bottom of the form: the name, job title or classification, telephone number, extension (if applicable), and e-mail address of the person to contact if there are questions about the report. This contact person may or may not be the person who completed the report. Enter the same information for the contact person's supervisor. Enter the date the report is submitted; this is the date when the report is emailed to DSSDS.

DEFINTIONS

Alternate Payment Programs (APPs): The APPs, funded with state and federal funds, offer an array of child care settings for parents, such as in-home care, family child care home, and center-based care. The APP helps families select and secure child care services and makes payment for those services directly to the child care provider. The APP is intended to maximize parental choice and accommodate the individual needs of the family. (EDC, Sections 8220; 8220.5)

Approved Home of Relative: The home of a relative or nonrelative extended family member that is exempt from licensure (as determined by the county) and is approved as meeting the same standards as those in Article 3. (CCR Title 22, Division 6, Chapter 9.5 Section 89201(a)(6))

<u>Bridge Program Voucher</u>: Time-limited payment for child care following the foster child's placement, or for a child whose parent is in foster care. The voucher shall be in an amount commensurate with the <u>Regional Market Rates</u> as described in Section 8357 of the California Education Code. For utilization of the Regional Market Rate Ceiling, refer to the California Code of regulations, Title 5, Division 1, Chapter 19, Subchapter 2.5. (WIC Section 11461.6; ACL 17-109)

<u>Certified Family Home</u>: A family residence certified by a licensed Foster Family Agency (FFA) and issued a certificate of approval by that agency as meeting licensing standards and used only by that FFA for placements. (CCR Title 22, Division 6, Chapter 8.8, Section 88001(c)(3))

<u>Child(ren)</u>: A person who is under 18 years of age placed or being considered for foster placement by a placement agency with or without a court order. (Resource Family Approval Written Directives, Version 4.1, Section 3-01(a)(14))

<u>Child Care Center</u>: Child care providers who:
    (A) Operate licensed centers; or
    (B) Are public or private schools operating extended day programs; or
    (C) Operate centers on tribal or federal lands; or
    (D) Operate recreation programs exempt from licensure pursuant to Health and Safety Code Section 1596.792 and that met the requirements for participation in the APP. (Title 5, Section 18074.2)

<u>Child Care Navigator</u>: A child care R&R Agency in a participating county, established to serve a defined geographic area, shall provide a child care navigator to support children in foster care, children previously in foster care upon return to their home of origin, and children of parents involved in the child welfare system, including the children of non-minor dependents. The navigator shall work directly with the child's family, county/social worker, and the Child and Family Team to assist in accessing child care at the time of placements as well as long-term, subsidized child care as necessary. (EDC Section 8212(5)(A)(i); WIC Section 11461.6(e))

<u>Child Care Provider</u>: A person who provides child care services or represents persons who provide child care services. (EDC Section 8499(c))

<u>Coaching</u>: Field training based on the trauma-informed care training curriculum for child care providers to assist them in applying strategies for working with children in foster care. (California Education Code, Section 8212(5)(A)(i))

<u>Compelling Reason</u>: A decision to place a child with an applicant prior to approval as a Resource Family based upon the best interest of the child, to include maintaining a child's family-like connections. (Resource Family Approval Written Directives, Version 4.1, Section 3-01(a)(17))

Determined Eligible: The date on which the county/social worker determined the eligibility of the child/family for voucher services.

Eligible: Eligibility criteria in the Bridge Program is determined by the county. (WIC Section 11461.6(d); ACL 17-109).

Emergency Placement: A placement of a child or non-minor dependent with a relative or non-relative extended family member prior to Resource Family Approval. (Resource Family Approval Written Directive, Version 4.1, Section 3-01(a)(28))

Family Child Care Home: Child care provider who:
   (A) Operate licensed family child care homes; or
   (B) Operate a child care business in a home setting on tribal land. (Title 5, Section 18074.2)
A home that regularly provides care, protection, and supervision for 14 or fewer children, the provider's own home, for periods of less than 24 hours per day, while the parents or guardians are away. (HSC Section 1596.78)

License-Exempt Child Care Provider: All other providers that are not included in the child care center or family child care homes definition and not required to be licensed. (Title 5, Section 18074.2)

Licensed Foster Family Home: The home owned, leased, or rented by the caregiver(s) as their residence and where the caregiver(s) is licensed or approved to provide 24-hour care and supervision for six or fewer foster children as defined in Health and Safety Code Section 1502(a)(5). A licensed foster family home may provide sibling care for up to eight children provided the requirements of Health and Safety Code Section 1505.2 are met. (CCR Title 22, Division 6, Chapter 9.5, Sections 89201(f)(3); 89201(h)(3))

Non-Minor Dependent: Youth who are eligible to continue receiving foster care services after turning 18 years of age up to 21 years of age. (WIC Section 1144(v))

Non-Relative Extended Family Member (NREFM): An adult caregiver who has an established familial relationship with a relative of a child or a familial or mentoring relationship with a child. (WIC Sections 11400(n); 362.7)

Parenting Youth: A person parenting their own biological child and is either under 18 years of age or a non-minor dependent that is placed or being considered for foster placement.

Relative: An adult who is related to a child by blood, adoption, or affinity within the fifth degree of kinship, including step-parents, stepsiblings, and all relatives whose status is preceded by the words "great," "great-great," or "grand" or the spouse of any of these persons even if the marriage was terminated by death or dissolution. (WIC Section 11400(m); CCR Title 22, Division 6, Chapter 9.5, Section 89201(r)(2))

Resource Family: An individual or family, regardless of relationship to the child(ren) (includes relatives and NREFM), that a county determines to have successfully met the application and assessment criteria necessary for providing care for a child or non-minor dependent who is under the jurisdiction of the juvenile court, or otherwise in the care of a county child welfare agency or probation department. (Resource Family Approval Written Directives, Version 4.1, Section 3-01(a)(59))

Subsidized Child Care: Child care that is paid for in part or in full with government funds. Subsidies can take different forms, including government-contracted programs and vouchers paid to providers chosen by the parents. For-profit and non-profit providers may or may not choose to accept clients supported with government subsidies.

Trauma-Informed Care Training: The provision of trauma-informed training to child care providers working with children, and children of parenting youth, in the foster care system either in person, web-based, or via other training modalities. Training shall include, but not be limited to, infant and toddler development and research-based, trauma-informed best care practices. Child care providers shall be provided with supplemental coaching as needed to assist them in applying training techniques and strategies. (EDC, Section 8212(a)(5)(B)(i))

TrustLine Registry: TrustLine is California's registry of license-exempt child care providers who have been through a criminal background screening and clearance process. Background checks are required for license-exempt child care providers and providers that are not required to be licensed. Individuals must clear the Department of Justice Criminal History System (which includes the Federal Bureau of Investigation) and the Child Abuse Central Index. This means they have no disqualifying criminal convictions or substantiated child abuse reports. If cleared, the provider name and an identification number are placed on the TrustLine Registry. Child care providers who are, by marriage, blood, or court degree, the grandparent, aunt, or uncle of the child are exempt from becoming TrustLine-registered. (HSC Sections 1596.605; 1596.66; 1596.67)

ITEM INSTRUCTIONS

PART A. FAMILIES

Part A summarizes the total number of families receiving Bridge Program vouchers and those families who received a Bridge Program voucher for the first time. Families should only be captured in Part A if they received the voucher, not if they are in a pending status. Data is to be reported in Part A regardless if payment for the voucher has been made.

1. Families receiving Bridge Program vouchers: Enter the number of families that received one or more Bridge Program vouchers in the report month. *[Cell 1]*

2. <u>Of the families in Item 1, those receiving Bridge Program vouchers for the first time</u>: Enter the unduplicated number of families that received a Bridge Program voucher for the first time. *[Cell 2]*

PART B. CHILDREN

Part B summarizes the child's status, including the age of the child receiving a Bridge Program voucher, placement type, and enrollment information. For the purposes of this report, the term "eligible" means that the child met the eligibility criteria, as set forth by the county and WIC Section 11461.6(d), to receive the Bridge Program voucher.

The age of a child is to be reported based on the child's age at the end of the month. For example, if a child is two years old at the beginning of the month and turns three years of age during the month, the child would be reported on the CCB 18 report as three years old.

The age categories for the CCB 18 report are as follows:
- 0 to 2 years of age: Children who are zero years old up to the day before they turn three years of age.
- 3 to 5 years of age: Children who turn three years old and are less than six years of age.
- 6 to 12 years of age: Children who turn six years old and are less than thirteen years of age.
- 13 to 21 years of age: Children ages thirteen years old up to the day before they turn twenty-two years of age. **Note: This age category is only applicable for children with exceptional needs or children who are severely disabled**.

In Items 3 through 15, enter data regarding the child receiving a Bridge Program voucher in the Children column. Children of parenting youth will be captured in Items 5 through 15 in the Children column. Do not report children of parenting youth in the Children column for Items 3 and 4.

3. <u>Length of time a child was in their current foster care placement before being determined eligible for a Bridge Program voucher</u>: **Note: Data in this item is only to be collected one time per Bridge Program voucher once a child has been determined eligible for the voucher, regardless if the child received a voucher or not. Item 3 is a count based on the Bridge Program voucher***.*

   3a. <u>Less than 30 days</u>: Enter the number of children in their current foster care for less than 30 days prior to the determination of eligibility for a Bridge Program voucher in the age categories listed. ***Item 3a is automatically calculated and is the sum of Items 3a1 through 3a4.*** *[Cells 3 to 7]*

3b.   <u>30 days or more, but less than 90 days</u>: Enter the number of children in their current foster care for 30 days or more, but less than 90 days prior to the determination of eligibility for a Bridge Program voucher in the age categories listed. ***Item 3b is automatically calculated and is the sum of Items 3b1 through 3b4.*** *[Cells 8 to 12]*

3c.   <u>90 days or more, but less than 180 days</u>: Enter the number of children in their current foster care for 90 days or more, but less than 180 days prior to the determination of eligibility for a Bridge Program voucher in the age categories listed. ***Item 3c is automatically calculated and is the sum of Items 3c1 through 3c4.*** *[Cells 13 to 17]*

3d.   <u>180 days or more, but less than 270 days</u>: Enter the number of children in their current foster care for 180 days or more, but less than 270 days prior to the determination of eligibility for a Bridge Program voucher in the age categories listed. ***Item 3d is automatically calculated and is the sum of Items 3d1 through 3d4.*** *[Cells 18 to 22]*

3e.   <u>270 days or more</u>: Enter the number of children in their current foster care for 270 days or more prior to the determination of eligibility for a Bridge Program voucher in the age categories listed. ***Item 3e is automatically calculated and is the sum of Items 3e1 through 3e4.*** *[Cells 23 to 27]*

4.   <u>Length of time from when the child was determined eligible for a Bridge Program voucher to the child's first day in the selected child care setting</u>: **Note: Item 4 is a count based on the Bridge Program voucher.**

4a.   <u>1 to 7 days</u>: Enter the number of children that were determined eligible for a Bridge Program voucher and started in the selected child care setting within one to seven days in the age categories listed. ***Item 4a is automatically calculated and is the sum of Items 4a1 through 4a4.*** *[Cells 28 to 32]*

4b.   <u>8 to 14 days</u>: Enter the number of children that were determined eligible for a Bridge Program voucher and started in the selected child care setting within eight to fourteen days in the age categories listed. ***Item 4b is automatically calculated and is the sum of Items 4b1 through 4b4.*** *[Cells 33 to 37]*

4c.   <u>15 to 21 days</u>: Enter the number of children that were determined eligible for a Bridge Program voucher and started in the selected child care setting within fifteen to twenty-one days in the age categories listed. ***Item 4c is automatically calculated and is the sum of Items 4c1 through 4c4. If any cell in Item 4c is not 0, then the Item 4c Explanation box must be completed.*** *[Cells 38 to 42]*

4d.   Over 21 days: Enter the number of children that were determined eligible for a Bridge Program voucher and started in the selected child care setting after twenty-one days in the age categories listed. ***Item 4d is automatically calculated and is the sum of Items 4d1 through 4d4. If any cell in Item 4d is not 0, then the Item 4d Explanation box must be completed.*** *[Cells 43 to 47]*

5.   Children receiving child care with a Bridge Program voucher: Enter the number of children that received child care with a Bridge Program voucher in the age categories listed. ***Item 5 is automatically calculated and is the sum of Items 5a through 5d.*** *[Cells 48 to 52]*

6.   Of the children in Item 5, those receiving child care with a Bridge Program voucher for the first time: Enter the unduplicated number of children receiving child care with a Bridge Program voucher for the first time in the age categories listed. ***Item 6 is automatically calculated and is the sum of Items 6a through 6d.*** *[Cells 53 to 57]*

In Items 7 and 8, enter data regarding the parenting youth in the Parenting Youth column. These are the only items where the parenting youth are captured on the CCB 18 report. Consequently, the children of parenting youth will be captured in Items 5 through 15 in the Children column.

7.   Children in the following type of placement or setting: **Note: Data in this item is to be collected based on the child's placement or setting type at the end of the month. *Item 7 is automatically calculated and is the sum of Items 7a through 7f.*** *[Cells 58 to 59]*

7a.   Resource Family: Enter the unduplicated number of children placed with a resource family. *[Cells 60 to 61]*

7b.   Emergency Placement or Compelling Reason: Enter the unduplicated number of children placed for either an emergency placement or a compelling reason. *[Cells 62 to 63]*

7c.   Certified Family Home or Licensed Foster Family Home: Enter the unduplicated number of children placed with either a certified family home or licensed foster family home. *[Cells 64 to 65]*

7d.   Approved Relative or Non-Relative Extended Family Member: Enter the unduplicated number of children placed with either an approved relative or non-relative extended family member. *[Cells 66 to 67]*

7e.   Child of parenting youth: Enter the unduplicated number of children of parenting youth. *[Cell 68]*

7f.   Other: Enter the unduplicated number of parenting youth in other placement or setting types. ***If Item 7f is not 0, then the Item 7f Explanation box must be completed.*** *[Cell 69]*

8.   Children that experienced a foster placement change: Enter the unduplicated number of children that experienced a foster placement change in the age categories listed. ***Item 8 in the Children column is automatically calculated and is the sum of Items 8a through 8d.*** *[Cells 70 to 75]*

9.   Children using a Bridge Program voucher in the following type of child care settings: **Note: Children may be counted in multiple settings. Numbers may be duplicated in Items 9a, 9b, and 9c. *Item 9 is automatically calculated and is the sum of Items 9a through 9c.*** *[Cell 76]*

9a.   Child Care Center: Enter the number of children receiving child care in a child care center with a Bridge Program voucher. *[Cell 77]*

9b.   Family Child Care Home: Enter the number of children receiving child care in a family child care home with a Bridge Program voucher. *[Cell 78]*

9c.   License-Exempt Child Care Provider: Enter the number of children receiving child care under a license-exempt provider with a Bridge Program voucher. *[Cell 79]*

10.   Children that stopped receiving a Bridge Program voucher: **Note: Data in this item is only to be collected once a child stopped receiving a Bridge Program voucher. Children may still receive subsequent vouchers. Item 10 is a count based on the Bridge Program voucher*. If data is collected in Item 10, data must also be in Items 11, 12, 13, 14, or 15. *Item 10 is automatically calculated and is the sum of Items 10a through 10d.*** *[Cell 80]*

10a.   Less than 90 days: Enter the number of children that received a Bridge Program voucher for less than 90 days in the age categories listed. ***Item 10a is automatically calculated and is the sum of Items 10a1 through 10a4.*** *[Cells 81 to 85]*

10b.   90 days or more, but less than 180 days: Enter the number of children that received a Bridge Program voucher for 90 days or more, but less than 180 days in the age categories listed. ***Item 10b is automatically calculated and is the sum of Items 10b1 through 10b4.*** *[Cells 86 to 90]*

10c.   180 days or more, but less than 270 days: Enter the number of children that received a Bridge Program voucher for 180 days or more, but less than 270 days in the age categories listed. ***Item 10c is automatically calculated and is the sum of Items 10c1 through 10c4.*** *[Cells 91 to 95]*

10d. More than 270 days: Enter the number of children that received a Bridge Program voucher for more than 270 days in the age categories listed. *Item 10d is automatically calculated and is the sum of Items 10d1 through 10d4.* [Cells 96 to 100]

11. Children that transitioned from the Bridge Program to other subsidized child care: Enter the unduplicated number of children that transitioned from the Bridge Program to other subsidized child care in the age categories listed. **Note: If data is collected in Item 11, data must also be in Item 10. Item 11 is a count based on the Bridge Program voucher.** *Item 11 is automatically calculated and is the sum of Items 11a through 11d.* [Cells 101 to 105]

12. Children that transition from the Bridge Program to non-subsidized child care: Enter the unduplicated number of children that transitioned from the Bridge Program to non-subsidized child care in the age categories listed. **Note: If data is collected in Item 12, data must also be in Item 10. Item 12 is a count based on the Bridge Program voucher.** *Item 12 is automatically calculated and is the sum of Items 12a through 12d.* [Cells 106 to 110]

13. Children unable to secure stable child care prior to the Bridge Program voucher expiring at 6 months: Enter the unduplicated number of children that were unable to secure stable child care prior to the Bridge Program voucher expiring at six months in the age categories listed. **Note: Data in this item is only to be collected if the voucher was not extended thus ending care at 6 months. If data is collected in Item 13, data must also be in Item 10. Item 13 is a count based on the Bridge Program voucher.** *Item 13 is automatically calculated and is the sum of Items 13a through 13d.* [Cells 111 to 115]

14. Children unable to secure stable child care prior to the Bridge Program voucher expiring at 12 months: Enter the unduplicated number of children that were unable to secure stable child care prior to the Bridge Program voucher expiring at twelve months in the age categories listed. **Note: If data is collected in Item 14, data must also be in Item 10. Item 14 is a count based on the Bridge Program voucher.** *Item 14 is automatically calculated and is the sum of Items 14a through 14d.* [Cells 116 to 120]

15. Children that stopped receiving a Bridge Program voucher for other reasons: Enter the unduplicated number of children that stopped receiving a Bridge Program voucher due to reasons other than those listed in Item 11, Item 12, Item 13, and Item 14. **Note: If data is collected in Item 15, data must also be in Item 10. Item 15 is a count based on the Bridge Program voucher.** *Item 15 is automatically calculated and is the sum of Items 15a through 15d. If any cell in Item 15 is not 0, then the Item 15 Explanation Box must be completed.* [Cells 121 to 125]

PART C. CHILD CARE NAVIGATOR

Part C captures data regarding the child care navigator. Item 16 and Item 17 includes all families that meet the eligibility criteria to qualify for a Bridge Program voucher, whether they receive a voucher or not. Item 18 includes families who received Bridge Program vouchers that were served by child care navigators.

16.   <u>Bridge Program eligible families referred to child care navigators</u>: Enter the number of Bridge Program eligible families that were referred to child care navigators. *[Cell 126]*

17.   <u>Bridge Program eligible families served by child care navigators</u>: Enter the number of Bridge Program eligible families who were referred to and served by child care navigators. *[Cell 127]*

18.   <u>Families receiving Bridge Program vouchers served by child care navigators</u>: Enter the number of families receiving Bridge Program vouchers that were served by child care navigators. *[Cell 128]*

PART D. TRAUMA-INFORMED CARE TRAINING

Part D summarizes the number of trauma-informed care trainings and coaching sessions provided for child care providers.

19.   <u>Trauma-informed care trainings</u>: Enter the number of trauma-informed care trainings held for child care providers. *[Cell 129]*

20.   <u>Child care providers that attended trauma-informed care trainings</u>: Enter the number of child care providers that attended trauma-informed care trainings. *[Cell 130]*

21.   <u>Coaching sessions</u>: Enter the number of coaching sessions provided to child care providers. *[Cell 131]*

22.   <u>Child care providers that received coaching sessions</u>: Enter the number of child care providers that receiving coaching sessions. *[Cell 132]*

COMMENTS

Use the Comments section to:

- Explain any zero data entry for an item if the county does not provide the service or if the county is unable to collect or track the data.
- Explain any major fluctuations in data, including major changes in procedures, programming or staffing that have affected the data.
- Provide any other comments the county determines necessary.
- Explain the reason it took 15 to 21 days for a child to begin child care after being determined eligible for a Bridge Program voucher in the Item 4c Explanation box.
- Explain the reason it took over 21 days for a child to begin child care after being determined eligible for a Bridge Program voucher in the Item 4d Explanation box.
- Explain the other type of placement in which the parenting youth is placed.
- Explain the reason why a child's Bridge Program voucher ended in the Item 15 Explanation box.

Emergency Child Care Bridge Program For Foster Children (Bridge Program)
Monthly Status Report
CCB 18

VALIDATION RULES AND EDITS

All data cells in this report must be greater than or equal to zero. Enter whole numbers only: no decimals. No data cell should be left blank.

Initial reports: If Initial is selected, the Revised Report Explanation box must be left blank.

Revised reports: If Revised is selected, enter the reasons for the revision in the Revised Report Explanation box.

Important Note: For Part B, there are no validations for the Parenting Youth column.

PART A. FAMILIES

Item 1 must be greater than or equal to Item 2

Cell 1 must be greater than or equal to Cell 2

PART B. CHILDREN

Item 5 must be greater than or equal to Item 6 and Item 8

Cell 48 must be greater than or equal to Cell 53 and Cell 71

Item 7 (Children column) must be equal to Item 5

Cell 59 must be equal to Cell 48

Item 9 must be greater than or equal to Item 5

Cell 76 must be greater than or equal to Cell 48

Item 10 must be equal to (Item 11 + Item 12 + Item 13 + Item 14 + Item 15)

Cell 80 must be equal to (Cell 101 + Cell 106 + Cell 111 + Cell 116 + Cell 121)

Item 11 must be less than or equal to Item 10

Cell 101 must be less than or equal to Cell 80

Item 12 must be less than or equal to Item 10

Cell 106 must be less than or equal to Cell 80

Item 13 must be less than or equal to Item 10

Cell 111 must be less than or equal to Cell 80

Item 14 must be less than or equal to Item 10

Cell 116 must be less than or equal to Cell 80

Item 15 must be less than or equal to Item 10

Cell 121 must be less than or equal to Cell 80