

.02 NA Dependent Care

REVISION 45
(01/01/17 - 12/31/17)

Dependent care expenses billed for the care of any of the following are allowable:

- A dependent child under the age of 18
- An incapacitated adult, when the cost is not a medical expense. (See [NA Medical Expenses](#))

The dependent care expense is only allowable when it is necessary to complete one of the following:

- Seek, accept or continue employment.

NOTE Participants must provide information about their search for employment. A participant's statement is acceptable verification unless questionable.

- Participate in [NA Employment & Training](#) activities.

NOTE Participants must provide information about NA E&T activities. A participant's statement is acceptable verification unless questionable.

- Attend training or pursue education to prepare for employment.

NOTE Attendance in one of the following is considered preparation for employment:

- High school
- GED classes

The following are allowable NA dependent care expenses:

- The provider charges a registration fee that the budgetary unit is required to pay.

NOTE When the registration fee is a one-time fee, the fee is an allowable expense in the month in which it is billed. When the registration fee is a recurring fee, prorate the fee over the period of time it is intended to cover.

- Activity fees that are mandatory and separate from the daycare expense.
- Fees are billed by the provider, but care is not provided due to illness or vacation.
- Mandatory fees are billed for shuttle services from the provider to the elementary school.
- Alternative types of care are provided, which include any of the following:
 - After-school care
 - Special needs care
 - At-risk youth programs
 - Informal care arrangements
 - Adult day care or day services
- The provider waives the co-payments that the budgetary unit is required to pay.

EXCEPTION

Do not allow the following dependent care expenses:

- Any portion of an expense that has been allowed as an educational expense. (See [Educational Expenses](#))
- Costs paid to a facility or provider for [educational tuition\(g\)](#) of a dependent child.
- Contact the facility or provider to determine whether the fees charged are for educational tuition or dependent care.
- Costs for care provided by any of the following:
 - Another participant in the case.
 - Reimbursements, including reimbursements made by [NA Employment & Training](#) (NA E&T), [Jobs](#), or [Transitional Child Care](#) (TCC).
 - [Vendor Payments](#).
- Costs for care provided out of the home when a [spouse\(g\)](#) or parent is in the home, and that spouse or parent meets all of the following:
 - Not working or actively looking for work.
 - Not registered for work.

EXCEPTION (continued)

- Physically capable of caring for the dependent.
- Costs paid in the form of an [in-kind benefit](#) such as food, gas, room.
- Costs paid by a third party.

(See [Keying Dependent Care Expenses](#) for keying instructions.)

ARCHIVED (Valid until 11/30/20)