

.02 NA Dependent Care

REVISION 39
(12/01/15 - 01/31/16)

Dependent care expenses billed for the care of a dependent child or an incapacitated adult are ALLOWABLE when the expense is necessary to complete one of the following:

- Seek, accept or continue employment.

NOTE Participants must provide information about their search for employment. A written statement by the participant is acceptable verification unless questionable.

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

NOTE Participants must provide information about NA E&T activities. A written statement by the participant 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.

- 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:

- Costs for care of an [elderly or disabled participant](#). The expense is considered a medical cost. (See [NA Medical 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.

NOTE 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.
 - 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 11/08/17)