



**COUNTY OF ANOKA**  
**ANOKA COUNTY COMMUNITY ACTION PROGRAM, INC.**  
**CHILD CARE ASSISTANCE PROGRAM**  
 HUMAN SERVICE CENTER  
 1201 89TH AVE. N.E., SUITE 345, BLAINE, MN. 55434-3370  
 PHONE (763) 324-2350 FAX (763) 324-3730



03/30/2022

**NOTICE OF CHILD CARE ASSISTANCE PROGRAM POLICIES**

This notice is to inform you of policies in place for registered childcare assistance providers paid by Anoka County Child Care Assistance.

Anoka County Child Care Assistance will refuse to issue an authorization, revoke an existing authorization, stop payment issued, or refuse to pay a bill submitted by a provider if:

- 1) The provider admits to intentionally giving the agency materially false information on the provider's billing forms;
- 2) The agency finds by a preponderance of the evidence that the provider intentionally gave the county materially false information on the provider's billing forms or attendance records;
- 4) The provider is operating after receipt of a licensing order of suspension, revocation and decertification.
- 5) The provider submits false attendance reports or refuses to provide documentation of the child's attendance immediately upon request;
- 6) The provider gives false childcare price information; and/or
- 7) The provider fails to reports decreases in a child's attendance. A provider must report on the billing form when a child's attendance in childcare falls to less than half of the child's authorized hours or days for a four-week period.

Under circumstances listed above after numbers 5, 6 and/or 7 above, Anoka County Child Care Assistance will withhold providers' payments as follows for a period of up to three months beyond the time the condition(s) has been corrected: one month for the first occurrence, two months for the second occurrence, and three months for each additional occurrence.

Policies related to fraud disqualification still apply. In instances where a provider is suspected of willfully or intentionally withholding, concealing, or misrepresenting information for the purpose of receiving or attempting to receive more benefits than they are eligible to receive or to help another receive or to attempt to receive more benefits than the person is entitled to, agency policy will be followed in referring by fraud.

If you have any questions regarding these policies, please contact Anoka County Child Care Assistance at 763-324-2350.

**\*\*\*\*\*This is an annual notice sent out to ALL Programs \*\*\*\*\***

This information will be made available in other formats if requested per ADA requirements.