

Early Learning Coalition of Florida's Heartland, Inc.

Eligibility Management Policy/Procedure

Subject: Unlimited Access at Provider Program		Procedure # EM-2	
Page: 1 of 1		Adoption Date: 7-19-06 Revision Date:	
Approved by: ELCFH		Title: E. Scheipsmeier, Chair	
Distribution: All Eligibility Management Policy/Procedure Manuals			
Authority References: Associate Director: Client Services; Client Services Coordinators			

I. POLICY

1. All School Readiness and/or VPK approved child care providers will allow unlimited access by the custodial parent/guardian to their child(ren) during normal business hours when the child is in the care of the provider. This is in accordance with DCF rule as well as School Readiness/VPK contracts.

II. PROCEDURE

2. Child care providers who are contracted to participate in the School Readiness and/or VPK programs, will establish a process that allows for unlimited access of the child by the custodial parent/guardian while in the care of the child care provider. Approved School Readiness and VPK providers will post their business hours in a conspicuous location for parents and/or guardians to view. Hours and process for unlimited access to child(ren), will also be included in the provider's business brochure/handbook/rate sheet/flyer.

(updated to reflect approved ELCFH staff positions 2.14.08- AB)

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