

**Select originating cluster**

Mark Anderson

**Authorized Signature**

**Number:** SS-IM-04-026

**Issue Date:** 8/11/04

**Topic:** Children, Adults & Families Child Care Program

**Subject:** Toss Obsolete Listing Forms

**Applies to (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> All DHS employees          | <input type="checkbox"/> County Mental Health Directors       |
| <input type="checkbox"/> Area Agencies on Aging     | <input type="checkbox"/> Health Services                      |
| X Children, Adults and Families                     | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify):              |

**Message:**

**To:** Self-Sufficiency staff involved with the child care program.

Please make sure the Child Care Provider Listing Form (DHS 7494) you are giving to clients has a 3/04 revision date. This form was revised to correspond to the rule change that required providers to be 18 years of age or older.

The obsolete AFS 7494 (Rev.10/01) still allows minor providers to become listed. By the time this form reaches DPU, care has likely been provided for several weeks. This causes obvious problems if the provider is under 18.

Please recycle the old listing forms and begin using the new ones as soon as possible.

If you missed hearing about the rule change, the new rule is in 461-165-0180 and the information about the change is contained in SS-IM-04-007. If you have other questions, please contact Susan Knaupp at 503-945-6110 or Rhonda Prodzinski at 503-945-6087.

Thank you for your help with this.

*If you have any questions about this information, contact:*

<b>Contact(s):</b>			
<b>Phone:</b>		<b>Fax:</b>	
<b>E-mail:</b>			