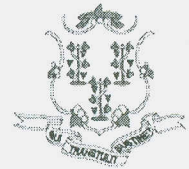




Joette Katz
Commissioner

DEPARTMENT of CHILDREN and FAMILIES

Making a Difference for Children, Families and Communities



Dannel P. Malloy
Governor

October 19, 2011

Dear Provider:

The Department of Children and Families (DCF) would like to remind you that all organizations that would like to provide or continue to provide after school services for children and youth involved with the Department are required to be licensed by the Department of Public Health (DPH) and/or credentialed by DCF.

All providers/organizations that offer after school services, summer programs, and/or year-round services for children age twelve (12) and younger must be licensed by DPH. In addition you must submit a completed DCF after school "Registration Form for Licensed Provider" (enclosed) and a copy of your license issued by DPH to Advanced Behavioral Health (ABH), so you can be listed on their website in order to be reimbursed by the Department.

If your program is exempt from licensing or if you serve youth age thirteen (13) and older, you are required to complete a full DCF credentialing application. You may follow the directions and guidelines established in the Provider agreements posted on the ABH website at www.abhct.com.

If your program provides after school services for all ages, please follow the above guidelines for age groups: DPH licensing for children age twelve and younger and DCF credentialing for youth age thirteen and older. A list of recently enacted Public Acts that directly impact the child day care licensure program can be found at www.ct.gov/dph/daycare under Statutes and Regulations. If you have further questions regarding this matter, please contact DPH at 860-509-8045.

To acknowledge the time needed to complete the requirements to become credentialed by DCF, the Department has extended the deadline to complete this process. The completed application must be submitted to ABH by **December 1, 2011**. No payments will be issued in 2012 if your program has not complied with this requirement.

If you have any questions regarding this matter, please contact Ann.Adams@ct.gov or Sarah Tkacs at stkacs@abhct.com.

Sincerely,

Elizabeth K. Graham
Deputy Commissioner

cc: Cindy Butterfield, Chief Fiscal Officer, DCF
Fernando Muniz, MPA, Chief of Quality and Planning, DCF
Ann Adams, MSW, Director of Community Program Review, DCF
Sarah Tkacs, Program Manager, ABH

Enclosure

