



## Frequently Asked Questions

Below please find questions recently received by the Department of Early Education and Care in response to **EMB FY 2010-04, "EEC Income Eligible Financial Assistance Flex Pool Access for Continuity of Care."** The following questions and answers address the opening of Continuity of Care categories and Income Eligible Financial Assistance Flex Pool Access.

---

DATE: April 21, 2010

**1. Does the 5% maximum utilization of the flex pool include my temporary child wait list slots?**

Yes. The 5% flex pool rule is based on your original contracted slots plus the temporary slots you were awarded on February 17, 2010.

For example, if you originally had 500 contracted slots, you were awarded 25 more slots in February for a total of 525 contracted slots. Your 5% flex pool limit is based on the 525 contracted slots, for a flex pool allocation of 26 slots.

**2. What if I have more children in my flex pool than my 5% flex pool allocation?**

You must reduce your flex pool through attrition below 5% of your contracted slots before you can access the flex pool.

As you are aware, providers are expected to provide continuity of care through management of their contracted slots. The 5% flex pool allocation offers providers an additional resource to support continuity of care for families beyond their available contracted slots.

EEC will be monitoring flex capacity and its use by providers; if EEC determines that the 5% flex pool allocation is being used in a way that is inconsistent with its intent, EEC reserves the right to disallow payment for children that were inappropriately placed in the flex pool.

This allocation is not intended to increase your maximum obligation; rather it is a tool for providers to manage slots and a budgeting tool for EEC. EEC will review the utility of this allocation and may adjust or eliminate the allocation accordingly.

**3. Is the 5% flex pool allocation calculated on the agency total income eligible contract amount, or by prototype?**

The flex pool allocation amount is based on the total number of income eligible slots in your contract.

**4. May I use the flex slots across regions if I have multiple contracts?**

No. The 5% flex pool is allocated by regional contract.

**5. Does the 5% flex pool allocation apply to DCF children?**

No. DCF children whose cases have closed and are eligible for EEC financial assistance are not included in the 5% flex pool allocation. Providers may continue to serve and add these children to their flex pool without affecting their 5% flex pool allocation.

**6. Does the 5% flex pool allocation apply to siblings?**

No. Care for siblings is open through vouchers and contracts at this time. Siblings may use the flex pool and are exempt from the 5% allocation through June 30, 2010. After this date, siblings are subject to the 5% flex pool allocation limit.

**7. Does the 5% flex pool allocation apply to children aging up within a provider/program, and aging out to another provider/program?**

Yes. Children may age up/out through vouchers, contracts, and the flex pool, subject to the 5% flex pool allocation. However, children who are on the “approved age up/out school age or infant/toddler list” are allowed to age up through June 30, 2010, even if you are beyond your 5% allocation.

**8. What if I terminated a child before continuity of care was opened?**

Any child terminated because continuity of care was not available should have been placed back on the wait list with an original wait list date. These children are now eligible for a voucher or contract slot.

**9. How should I enroll children into summer-only care?**

Providers are strongly encouraged to first use the short-term ARRA Summer Learning Promotion Vouchers, as programs will provide school-age children with academic enrichment activities that reinforce their school-year learning.

**10. How do I use the chart in eCCIMS to figure out how many flex slots I have available to use?**

First, find your provider name. You will see a list of all continuity of care codes and the number of children you have in each category across columns 1 through 7. See column 8 marked “Total Slots Flex Used.” This is the number of flex pool slots you are currently using, minus the excluded “Continuity of Care: Supportive Referral” category (column 2).

The number of Estimated Contract Slots as of 2/2010 is provided in column 9 for your information, as your number of available flex pool slots is based upon this number. The Current 5% allocation of Flex Slots is in the column 10. This is the number of total flex pool slots available to your program. The final column, 11, projects the available slots for your program as of July 1, 2010, after siblings and special aging up survey children are then included in your total 5% flex pool allocation.

COLUMN	1	2	3	4	5	6	7	8	9	10	11
Provider	Continuity Code	Excluded from Flex Allocation				Excluded from Flex Allocation until July 1, 2010					
	Aging up from Pre-school to School Age, or Reassessment	Continuity of Care: Supportive Referral	De-link Flex Pool	Moving from One Contract Provider to Another	Needs Continuity from Teen Parent, Homeless, Supportive or NTCC	Sibling of Child in EEC Care*	Special Aging up Survey Flex, EEC funded	Total Flex Pool Slots Used (Excludes DCF)	Estimated IE Contracted Slots**	Current 5% Allocated Number of Flex Slots	Projected Flex Slots Available after June 30th
Example 1		3				3	3	6	100	5	-1
Example 2		8			1	1		2	100	5	3

In example 1, the provider is showing 6 total flex pool slots used (column 8), which excludes DCF children (column 2). There are 3 children in the sibling category and 3 in the special aging up survey flex (columns 6 and 7), which means that after June 30, 2010, the provider will be over their flex pool allocation by 1 and will need to use attrition to reduce their flex pool.

In example 2, the provider is showing 2 total flex pool slots used (column 5 and 6), which excludes the DCF children (column 2). After June 30, 2010, the provider will still have three slots available for flex pool placements.

This report will be posted each month to assist you with managing your caseload.