

Coronavirus (COVID-19)

INFORMATION BULLETIN, OCTOBER 6, 2020

FOR EDUCATIONAL CHILDCARE PROVIDERS

1- Updating of Frequently Asked Questions (FAQs) about remuneration (COVID-19)

Despite the complete re-opening of educational childcare services, certain adaptations still have to be made due to the pandemic situation. Two FAQs have been prepared: one for subsidized educational childcare facilities and the other for home childcare provider coordinating offices (COs) and home childcare providers (HCPs) themselves.

These FAQs spell out the ministerial guidelines on various questions related to remuneration in the pandemic context following the complete re-opening and return to 100% occupancy ratios.

- FAQ – [COs and HCPs](#)
- FAQ – Subsidized [educational childcare facilities](#)

Also provided is a [formulaire de déclaration de fermeture](#) for a home childcare provider (HCP) whose service is temporarily closed based on the recommendations of the Direction générale de la santé publique for reasons related to COVID-19.

We ask the COs to send the FAQ and *formulaire de déclaration de fermeture* to the HCPs.

If you have any questions, please contact your family services advisor.

2- Clarification about digital signatures

Digital signatures are considered valid under section 123 of the *Educational Childcare Regulation*. The childcare provider must ensure that the attendance card is signed digitally every four weeks. The procedure chosen must make it possible to establish the date on which the parent digitally signed his or her child's attendance card, and allow the other obligations stipulated in section 123 of the Regulation to be met.

3- Delays in obtaining birth certificates

As a result of the measures put in place to curb the spread of COVID-19, parents who would otherwise be eligible to pay the reduced contribution may be unable to obtain the birth certificates required when submitting an eligibility application.

Due to these exceptional circumstances, subsidized educational childcare providers, including both childcare and daycare centres and home childcare providers, are asked to implement the following measure.

A child may occupy a subsidized space if the following conditions are met:

- An [Application to Determine Eligibility for Reduced Contribution](#) form has been submitted and only the certificates or acts of birth are missing;
- The parent:
 - demonstrates that he or she has submitted an application to the Directeur de l'état civil to obtain the required documents (e.g. an acknowledgement of receipt);
 - swears under oath (see : [déclare sous serment](#)) that he or she is eligible to pay the reduced contribution even if unable to immediately provide his or her certificate or act of birth or any other document proving his or her Canadian citizenship;
 - specifies, under oath, his or her child's age; and
 - undertakes to submit the required documents as soon as they become available.

In these circumstances, it is strongly recommended that childcare providers sign short-term service contracts (e.g. two months). A new contract for the remainder of the year could be signed by the service providers as soon as they receive the missing documents.

The Information Bulletin from the Ministère de la Famille is a publication that provides periodic information updates for educational childcare providers during the pandemic. Be sure to always consult the latest version of the Bulletin because the information on a given topic will most likely be updated as the situation evolves.

If you do not find the answers to your questions, please call the Centre des services à la clientèle et des plaintes of the MFA at the toll-free number 1-855-336-8568, between 8:30 a.m. and 4:30 p.m., Monday to Friday.