

**Army Community Service  
Exceptional Family Member Program  
Fort Jackson, South Carolina**

**CHILD CARE POLICY**

The Fort Jackson Exceptional Family Member Program offers respite care through Child and Youth Services on a sliding fee scale with hourly rates. Services are provided to family members with special needs who are enrolled in EFMP and meet the respite care requirements. All respite care applicants must be pre-approved by the ACS EFMP Manager prior to utilizing services.

**GUIDELINES**

- Respite care application must be fully completed and approved by EFMP Manager before child care services are provided.
- Each qualifying EFMP member is eligible to receive a maximum of 40 hours of respite care per month.
- Recipients of respite care must track child care usage.

**PROCEDURES**

**Child Development Center**

- Call Hood Street CDC for space availability.
- Sign in the EFMP respite care log book located at the front desk.

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The current hourly rate is \$3.50 for the first child and \$3.10 for each additional child. Rates for children requiring specialized care will be reviewed and approved on a case-by-case basis.

**RESPITE CARE HOURS**

The Exceptional Family Member Program will only be responsible for covering child care fees that do not exceed the designated respite care hours. Fees accumulated from exceeding respite care hours are the responsibility of the sponsor and/or spouse.

## **CHILD CARE POLICY**

I have read and understand the Child Care Policy. I am requesting child care assistance for my child(ren) listed below:

<u><b>Name of Child</b></u>	<u><b>Age</b></u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Parent Signature	Date