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PROVIDER ORIENTATION APPLICATION

The YST Child Care Services Administrator will provide orientation to each eligible provider in the following areas:

PARENTAL ACCESS: The YST Child Care Services Program will allow parents unlimited access to both their child(ren) and child care provider during normal working hours and whenever the child(ren) are in the providers care.

PARENTAL/PROVIDER COMPLAINT: The YST Child Care Services Program has established a parental/provider complaint form. If a complaint is filed, it will be directed to the administrator for review and investigation within five (5) working days. The results will be submitted to the Lead Agency and the Tribe for final determination.

PARENTS RIGHTS AND RESPONSIBILITIES: The YST Child Care Services Program assures that the moral and legal rights and responsibilities of parents will not be infringed and/or denied regarding the child care services their child(ren) receive.

PROVIDER REQUIREMENTS: The YST Child Care Services Program assures and requires that the provider meet all applicable state, local and tribal licensing or regulatory requirements including registration before receiving payment for providing child care services.

HEALTH AND SAFETY: The YST Child Care Services Program assures that providers of child care will be given information concerning the prevention and control of infectious diseases, building and physical premises safety and minimum health and safety training.

PAYMENT RATES: The YST Child Care Services Program will be using the state market rate of \$1.75 per hour per child and \$4.30 per child per hour for children with special needs. Licensed Family Daycare payments are \$2.75 per child per hour. Licensed Child Care Center payment are \$2.75 per child per hour. Parents are required to pay a set amount to YST Child Care Services based on monthly gross income.

PAYMENT PROCEDURES: Providers will be registered, having a Child Care Certificate on file. A time sheet signed by both the parent and the provider will be submitted to the YST Child Care Services Program office. Parents will pay the amount they are responsible for before provider checks can be released. Checks for the child care provider will be done in accordance with the program rules.

PROVIDERS MUST KEEP RECORDS/CHECK STUBS FOR INCOME VERIFICATION. CHILD CARE SERVICES DOES NOT PROVIDE COPIES OF CHECK AMOUNTS OR PROOF OF AMOUNT PAID BY PARENTS. IT IS PARENTS/PROVIDERS RESPONSIBILITY TO KEEP A PERSONAL RECORD OF ALL PAYMENTS MADE FOR CHILD CARE.

PROVIDER RELEASE OF INFORMATION

I hereby consent and authorize any person, agency or institution to supply information requested by the YST Child Care Services Program concerning myself and my family.

The authorization is given only in connection in determining if I am eligible for the YST Child Care Services Program.

Information to be released:

Child Abuse and Neglect
BIA-General Assistance
Department of Social Services

Having read and understand the parental access, parental/provider complaint, parental rights and responsibilities, provider requirements, health and safety requirements, payment rates and procedure for filing payments, a Provider Certificate will be issued. The provider also understands that non-compliance of any of the above would constitute loss or withdrawal of this certificate. I further state that I have not been convicted of any crimes which indicate harmful behavior towards children or for crimes involving moral corruption.

I agree not to hit, spank or use any other form of physical punishment or any discipline which is frightening to the child, nor will I call the child names which will hurt or threaten him or her.

Signature of Provider

Date

Mailing Address

City

Zip Code

Telephone Number/Message Number

Relative: YES NO

Signature of YST Child Care Director

Date