

**BEFORE THE ALASKA OFFICE OF ADMINISTRATIVE HEARINGS ON REFERRAL
FROM THE COMMISSIONER OF HEALTH AND SOCIAL SERVICES**

In the Matter of)	
)	
K T)	OAH No. 19-0242 CCA
_____)	Agency No.

DECISION

I. Introduction

K T applied for assistance under the Child Care Assistance Program (CCAP). The application was denied on the grounds that Ms. T did not provide Alaska Family Services (AFS), who administers the CCAP program for the Department of Health and Social Services, Division of Public Assistance (Division), all the information it requested. On March 14, 2019, Ms. T requested a hearing.¹

The hearing began April 4, 2019. Ms. T was at work and requested a brief continuance. The matter was continued until April 8, 2019. Sally Dial, representing the Division, and K T, each appeared telephonically. The Division’s position statement and Exhibits 1-12.5 were admitted without objection. Ms. T’s exhibits were marked and admitted as Exhibits A-E, without objection.

Because Ms. T did not submit all the information requested by AFS within the required time frame, the Division’s denial is affirmed.

II. Facts

On February 4, 2019, Ms. T applied for assistance with childcare for her two children, X and O.² On February 5, 2019, AFS mailed Ms. T a letter to Address A, City A, AK, which was titled “Child Care Assistance Applications Received- Pended Notice.”³ In this letter, AFS advised Ms. T her application was incomplete and she needed to submit the following:

1. Proof of age and clientship for X (this can be birth certificate, hospital verification of birth, or passport).
2. Verification of employment, wages and earnings received for two most current months from Business A and Business B for K.⁴

A telephonic interview with Ms. T was completed on February 18, 2019.⁵

¹ Exhibit 9.
² Exhibits 2-2.6.
³ Exhibit 3.
⁴ Exhibit 3.
⁵ Exhibits 4-4.7.

On February 25, 2019, Ms. T emailed X's birth certificate and eight pay stubs for her job at Business B.⁶ A denial letter was sent to Ms. T on March 7, 2019, because she not submitted income information for her employment at Business A Child Care Center.⁷

Ms. T contacted AFS on March 11, 2019, to inquire as to her case status; she was advised her application was denied as an income determination could not be made because not all her income was reported.⁸

On March 12, 2019, Ms. T contacted AFS by email; she asserted the application should not "have been denied based on it's lacking one single piece of paper when I included 9 others."⁹

III. Discussion

The CCAP provides parents or guardians with financial assistance for the cost of using a particular daycare facility. The CCAP applications is administered through the program administrator- here, AFS. Ms. T applied to receive CCAP for her children. The only issue here is whether Ms. T's CCAP application was submitted timely and completely.¹⁰

A family applying for child care assistance "shall provide complete, accurate, and current information" concerning the children at issue, family income, hours of employment or training, work activities, and other factors that would affect the family's eligibility for CCAP benefits.¹¹ The applicant family must also provide documentation to support the information in the application, or on the "Family Responsibilities" form, if requested by the Division.¹²

Ms. T did not meet her obligation to provide all the information AFS requested in its February 5, 2019 letter. Ms. T gave various explanations why all the requested information was not supplied. However, this does not change that she failed to provide AFS with income information from Business A Child Care Center. Because Ms. T did not provide AFS with all the information requested to determine her income eligibility by the deadline, the denial was appropriate.

IV. Conclusion

⁶ Exhibits 5-5.10.

⁷ Exhibit 7.

⁸ Exhibit 6.

⁹ Exhibit 8.

¹⁰ Parties agreed this was the only issue.

¹¹ 7 AAC 41.320(a) ("Family Responsibilities").

¹² 7 AAC 41.320(b) ("Family Responsibilities"); *In re CQ*, 17-1053 CCA, (Dep't of Health & Soc. Serv., December 2017) available at <https://aws.state.ak.us/OAH/Decision/Display?rec=422>

The Division's decision denial of CCAP is affirmed. This does not affect Ms. T ability to apply again.

DATED: April 12, 2019.

Signed

Hanna Sebold
Administrative Law Judge

Adoption

The undersigned, by delegation from the Commissioner of Health and Social Services, adopts this Decision, under the authority of AS 44.64.060(e)(1), as the final administrative determination in this matter.

Judicial review of this decision may be obtained by filing an appeal in the Alaska Superior Court in accordance with Alaska R. App. P. 602(a)(2) within 30 days after the date of this decision.

DATED this 1st day of May, 2019.

By: Signed

Name: Hanna Sebold

Title: Administrative Law Judge

[This document has been modified to conform to the technical standards for publication. Names may have been changed to protect privacy.]