

OFFICE OF  
**Early Learning**

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**12 Month Authorization - At-Risk Referrals and Maintaining Purpose for Care**

All at-risk SR referrals are subject to the 12-month eligibility authorization requirement. The client must maintain purpose for care with the allowable three month exception to continue receiving services. See the guidance below for additional clarification.

12 Month Eligibility Authorization		
Referral Period	3 Months to Re-Establish Purpose for Care – Yes	Working Poor Eligibility Remainder of 12 Months
Assess a parent copayment based on income documentation submitted***  This does not prevent an ELC/RCMA from waiving the assessed copayment in accordance with statute.	Copayment no longer waived. Parent responsible for initial assessment or new assessment if lower.	

12 Month Eligibility Authorization		
Referral Period	3 Months to Re-Establish Purpose for Care - No	
Assess a parent copayment based on income documentation submitted***  This does not prevent an ELC/RCMA from waiving the assessed copayment in accordance with statute.	Copayment no longer waived. Parent responsible for initial assessment or new assessment if lower.	Care is discontinued.

12 Month Eligibility Authorization	
Referral Period	Referral Period Remainder of 12 Months
Assess a parent copayment based on income documentation submitted***  This does not prevent an ELC/RCMA from waiving the assessed copayment in accordance with statute.	Copayment no longer waived. Parent responsible for initial assessment or new assessment if lower.

\*\*\*Referral Period as indicated above represents all referral periods (60 days, 90 days and 6 months).