



PRESS RELEASE

Department of Human Services' Office of Child Care & Regulatory Services Announces Improvement to Monthly Subsidy Documents Submittal Process

For Immediate Release: July 13, 2021

U.S. VIRGIN ISLANDS - The VI Department of Human Services' (DHS) Office of Child Care and Regulatory Services (OCCRS) today announced that in their continuing efforts to effectuate a seamless payment process, beginning August 1, 2021, all licensed child care providers (formal and informal) that participate in the subsidy program must submit electronic and hard copies of payment documentation. Providers should e-mail payment documents to vichildcarepayments@dhs.vi.gov. Providers should also arrange to submit hard copies to the OCCRS in their district, as usual.

This process allows for payment processing to begin upon receipt of the electronic copies and also creates a back-up system for verification and auditing purposes. Thanks to the Providers that provided a test run of the system for the months of June and July.

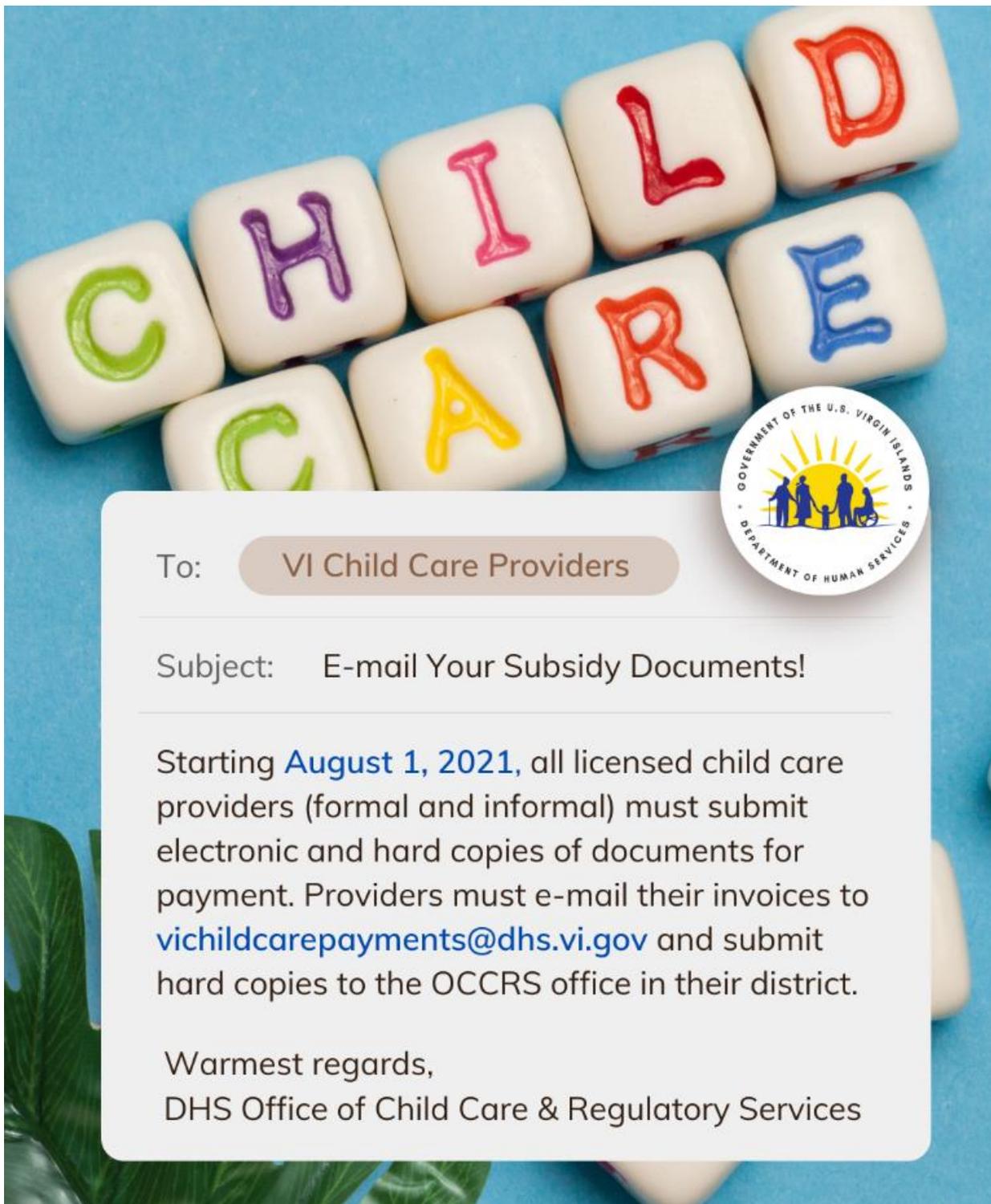
As a reminder, all licensed child care providers who participate in the subsidy program must have an executed Revised 2021 Provider Agreement in order to receive payments. If you are a licensed child care provider that participates in the subsidy program and do not have an executed 2021 Agreement, please contact the DHS Office of Child Care & Regulatory Services at (340) 772-7147 (St. Croix) or (340) 774-0930 ext. 4186 in St. Thomas for information on getting your Agreement executed.

For general information, please visit the Department of Human Services website, www.dhs.gov.vi or on Facebook (<https://www.facebook.com/usvidhs>) at US Virgin Islands Department of Human Services.

For information on Covid19, the new strain of coronavirus, please visit the USVI Department of Health's website, www.doh.vi.gov/coronavirus or text COVID19USVI to 888777. #COVID19USVI

The Department of Human Services (VIDHS) exists to provide social services to members in our community with diverse needs. In times of national uncertainty and hardship we act as a safety-net and exist to inspire hope and empower change through non-judgmental, quality delivery of needed services and resources. Please visit the Department of Human Services website, www.dhs.gov.vi for more information.

-END-



To: VI Child Care Providers

Subject: E-mail Your Subsidy Documents!

Starting **August 1, 2021**, all licensed child care providers (formal and informal) must submit electronic and hard copies of documents for payment. Providers must e-mail their invoices to vichildcarepayments@dhs.vi.gov and submit hard copies to the OCCRS office in their district.

Warmest regards,
DHS Office of Child Care & Regulatory Services