

RESOURCE AND REFERRAL

The mission of Air Force Child and Youth Programs is to assist DoD military and civilian personnel in balancing the competing demands of the accomplishment of the DoD mission and family life through delivery of a system of quality, available and affordable programs and services for eligible children and youth birth through 18 years of age

ELIGIBILITY

Child care eligibility is contingent on the status of the sponsor. Eligible patrons include active duty military, DoD civilian employees either NAF or APF, Air National Guard or Air Force Reserve military personnel on active duty or inactive duty training status, active duty Coast Guard members, combat related wounded warriors, surviving spouses of military members who died from a combat-related incident, those acting in loco parentis for the dependent child of an otherwise eligible patron, eligible employees of DoD contractors, and others may be authorized on a space available basis. In the case of unmarried, legally separated parents with joint custody or divorced parents with joint custody, children/youth are eligible for child care only when they reside with the eligible sponsor at least 25 percent of the time in a month.

TYPES OF CARE

1. Child Development Centers (There are 4 CDCs at Wright-Patterson AFB)
 - Infant care: 6 weeks to one year
 - Pretoddler Care: One to two years old
 - Toddler Care: Two to three years old
 - Preschool: Three to five years old
2. School Age Care for 5 to 12 year olds
 - Before school care
 - After school care
 - Before and after care
 - Camps: summer, winter and spring
3. Family Child Care
 - In home care for children 2 weeks through 12 years of age

APPLYING FOR CHILD CARE SERVICES PRIOR TO 9 AUGUST 2017

1. Complete the MCC Request for Care (RFC) form (link below) and email the form to 88.msg.svy@us.af.mil
2. Your information will be sent to MilitaryChildCare.com on 10 August 2017 and an account will be set up for you. The date of your request will be the date the form is emailed in. MilitaryChildCare.com will send you an email within the following week informing you an account can be created. Your email will be linked to the account set up for you

[MCC RFC Form.docx](#)

APPLYING FOR CHILD CARE SERVICES AFTER 9 AUGUST 2017

Beginning **10 August 2017** parents seeking child care who did not complete an application for childcare through the Resource and Referral office prior to 9 August 2017 need to follow these steps to obtain child care at Wright-Patterson AFB:

1. CREATE ACCOUNT
 - Go to MilitaryChildCare.com to create an account containing information about your family.
 - This step establishes your user ID for the child care system, allowing you to take advantage of its many benefits to your family
 - This Department of Defense program makes it easier to find the child and youth care your family needs
2. SEARCH and REQUEST CARE

- Search the system for the child care options that best fit your needs and submit requests for care.
 - MilitaryChildCare.com gives you access to a powerful search engine to locate facility-based or in-home care options.
 - Enter the search criteria that pertain to your family needs, and refine your search at any time.
 - Select one or more options and then submit your request for care.
 - The program will contact you when space becomes available
3. **MANAGE MY REQUESTS**
- You can manage your requests for care from anywhere in the world.
 - You can log onto MilitaryChildCare.com to review the status of your requests, change information related to your requests and cancel requests that are no longer needed
4. **UPDATE MY PROFILE**
- Keep your profile page up-to-date with important information
 - It is important to keep your email and phone number current, so when an offer is made programs can reach you

CHILD CARE PRIORITIES

Priorities for full-time child care are established in accordance with DoDI 6060.02

1. Priority 1

- Combat-Related Wounded Warrior
- Child and Youth Direct Care Employees
- Single/Dual Active Military Service Members and mobilized/activated Guard/ Reserve on orders
- Active Duty Military service members and mobilized/activated Air National Guard/Air Force Reserve on orders with a working spouse (including DoD civilian spouse)
- Single/dual DoD Civilian Employee paid from APF or NAF
- DoD Civilian employee with a working spouse who is not a DoD civilian
- Surviving spouses of military members who died in a combat related incident
- Those acting in loco parentis of the aforementioned eligible patrons will be placed in the appropriate priority based on the status of the child's sponsor

2. Priority 2

The second priority for full-time care shall be given equally to qualifying sponsors of children from birth through 12 years of age of active duty Military Service members, DoD civilian employees paid from APF and NAF, surviving spouses of military members who died from a combat-related incident, and those acting in loco parentis on behalf of the aforementioned eligible patrons, where a non-working spouse, or in the case of a DoD civilian employee with a same-sex domestic partner, is actively seeking employment. The status of actively seeking employment must be verified every 90 days.

3. Priority 3

The third priority for full-time care shall be given equally to qualifying sponsors of children from birth through 12 years of age of active duty Military Service members, DoD civilian employees paid from APF and NAF, surviving spouses of military members who died from a combat-related incident, and those acting in loco parentis on behalf of the aforementioned eligible patrons, where a non-working spouse, or in the case of a DoD civilian employee with a same-sex domestic partner, is enrolled in an accredited post-secondary institution. The status of post-secondary enrollment must be verified every 90 days.

4. Space Available

After meeting the needs of patrons in priorities 1, 2, and 3, CDC/SAC support the need for full-time care for other eligible patrons such as active duty Military Service members with non-working spouses, DoD civilian employees paid from APF and NAF with non-working spouses or same-sex domestic partners, eligible employees of DoD Contractors, Federal employees from non-DoD agencies and military retirees on a space available basis. In this category, CDC/SAC may also authorize otherwise ineligible patrons in accordance with 10 U.S.C. 1783, 1791 through 1800, 2809 and 2812 to enroll in CDC/SAC to make more

efficient use of DoD facilities and resources.

Space available patrons are notified at the time of enrollment that their space must be vacated if a higher priority patron requires child care; parents must receive a 30 day written notice if their CDC/SAC space is needed.

