
CHILDCARE AND PARENT SERVICES (CAPS)

Section: 6100 Child Care Program Requirement

REQUIREMENT

Eligibility for the Childcare and Parent Services (CAPS) program is based on: U.S. citizenship or legal status; Georgia residency; family unit income and need for care.

BASIC CONSIDERATIONS

6106 - Verification of Citizenship

Verification of U.S. citizenship for the child needing or receiving CAPS may be obtained from other DFCS programs (see Citizenship Verification Procedures) or by using one of the following documents:

- Birth Certificate;
- Certificate of Citizenship (Forms N-560);
- Naturalization Certificate (N-550);
- Vital records (document information viewed case activity log in SPMS)
- Report of Birth from Abroad of a U.S. Citizen (Form FS-240, FS-545, DS 1350);
- U.S. Citizen I.D. card (I-97);
- U.S. Passport;
- Consoler's report of birth;
- American Indian Card (first issued by USCIS in 1983);
- Court records of parentage, juvenile proceedings or child support indicating place of birth;
- Religious record of birth recorded in the United States or its territories within three months of birth. The document must show either the date of birth or the individual's age at the time the record was made;
- Any document that establishes place of birth or U.S. citizenship such as records from SSA, VA, local government agencies, hospitals or clinic's record of birth or parentage;
- A notarized collateral statement of a person who has knowledge of an individual's place of birth. (only used for verification when no other verification is available);
- Early school records showing the date of admission to the school, the child's date and place of birth and the names and place of birth of the parents;
- Census record showing the name, U.S. citizenship or a U.S. place of birth, and date of birth or age of the individual; or
- Adoption Finalization Papers showing the child's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico, Guam, U.S. Virgin Islands (St. Thomas, St. John, St. Croix), Northern Marianna Islander (Saipan, Rota, Tinian), American Samoa or Swains Island

If the above documents cannot be obtained, the following verification pertaining to the parent may be accepted:

- Property records verifying US citizenship status;
- Evidence of civil service employment by the U.S. government before 06-01-76; and
- Northern Marianna Primary I.D. Card (issued prior to 1986 and to applicants born prior to 11-03-86 by INS)

CHILDCARE AND PARENT SERVICES (CAPS)

Section: 6100 Child Care Program Requirement

**BASIC
CONSIDERATIONS
Cont.**

If a client cannot provide at least one of the documents listed above to prove U.S. citizenship or legal alien status of the child, the child is not eligible for subsidized child care services. A non-immigrant or undocumented alien child is not eligible for subsidized child care services.

Note: If verification of the child's citizenship is available from another DFCS program, a copy of the SUCCESS screen indicating citizenship or alien status may be used and filed in the case record. If verification of the child's citizenship was obtained from another state public agency, a fax copy of the verification document may be accepted.

If a client reports that the child is not a U.S. citizen or a qualified alien, or refuses to provide required verification documents, the ineligible child must be denied services.

Note: If a child is in DFCS custody and is not a U.S. citizen or legal alien, a waiver request may be submitted to Field Program Specialist for consideration by the State Child Care Unit.