



DEPARTMENT OF CHILDREN
AND FAMILIES
Secretary Eloise Anderson
201 East Washington Avenue, Room G200
P.O. Box 8916
Madison, WI 53708-8916
Telephone: 608-266-8684
Fax: 608-261-6972
www.dcf.wisconsin.gov

DEPARTMENT OF HEALTH SERVICES
Secretary Dennis Smith
1 West Wilson Street
P.O. Box 7850
Madison, WI 53707-7850
Telephone: (608) 266-9622
FAX: (608) 266-7882
www.dhfs.wisconsin.gov

**State of Wisconsin
Governor Scott Walker**

**TO: Income Maintenance Supervisors
Income Maintenance Lead Workers
Income Maintenance Staff
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers
Training Staff
Child Care Coordinators**

**FROM: Jim Bates, Director
Bureau of Child Care Administration
Division of Early Childhood Education**

DECE/BCCA OPERATIONS MEMO					
No:	11-43				
DATE:	7/28/2011				
FS	<input type="checkbox"/>	MA	<input type="checkbox"/>	BC+	<input type="checkbox"/>
SC	<input type="checkbox"/>	CTS	<input type="checkbox"/>	FSET	<input type="checkbox"/>
BC+ Basic	<input type="checkbox"/>	BC+ CORE	<input type="checkbox"/>		
CC	<input checked="" type="checkbox"/>	W-2	<input type="checkbox"/>	EA	<input type="checkbox"/>
CF	<input type="checkbox"/>	JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>
RAP	<input type="checkbox"/>	WIA	<input type="checkbox"/>	Other	<input type="checkbox"/> *
				EP	

SUBJECT: Worker Compensation Requirement for Qualified Employers

CROSS REFERENCE: Child Care Policy Manual, Section 1.5.3.1 (Revised)

EFFECTIVE DATE: Immediately

PURPOSE: The purpose of this Operations Memo is to change the requirement related to qualified employers and Worker's Compensation requirements.

BACKGROUND: The "qualified employer" requirements are reviewed when there is a particularly close relationship between the parent and the employer, including when the parent works for their child care provider or if for any other reasons the employer is found questionable. The requirements are intended to demonstrate that the employer is a bona fide Wisconsin employer. The intention is to verify broad compliance with Wisconsin labor law, not establish new employer requirements.

This policy changes the requirement that employers are not considered "qualified" unless they have a Worker's Compensation insurance policy for its employees. The new policy is a requirement that qualified employers are in compliance with Worker's Compensation law.

Specifically, change the language in the Child Care Policy Manual, Section 1.5.3.1 as follows:

The employer must have a Worker's Compensation insurance policy for its employees unless legally exempt.

CARES: No Change.

CONTACTS:

Child Care Help Desk at: childcare@wisconsin.gov or (608) 264-1657.

*Program Categories – FS – FoodShare, MA – Medicaid, BC+ – BadgerCare Plus, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – FoodShare Employment and Training, BC+ Core – BadgerCare Plus Core, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DCF/DECE/BCCA/BS