

In-Home Aide Pilot Program

What is an In-Home Aide (IHA) and what is the Pilot Program?

An IHA is a child care provider who does not reside with the child but provides child care in the child’s home per rule 5101:14-01(G) of the Ohio Administrative Code (OAC).

The IHA Pilot Program is designed to assist in meeting the child care needs of families in rural counties through the use of IHA providers. This program will begin April 1, 2021 and continue for the period of one year or until funding is no longer available, whichever is sooner. An IHA in the pilot is compensated at an enhanced rate of \$13 per hour for 40 or fewer hours or one and one-half times this rate for hours in excess of 40 hours in a week per OAC 5101:2-16-10(N)(1)(a).

What are the qualifications for the IHA Pilot Program?

- ✚ The IHA pilot provider and the publicly funded child care (PFCC) eligible child(ren) served must reside in the same pilot county. Pilot counties include: Athens, Hocking, Meigs, Perry, Ross and Vinton
- ✚ The IHA pilot provider must be pre-approved by the pilot county.
- ✚ The IHA pilot provider must provide care for at least one child during non-traditional hours or for at least one child in need of special needs child care as determined by the county agency.

Defined Terminology	
Special needs child care	OAC rules 5101:2-16-01 and 5101:2-14-01 define "Special needs child care" as child care provided to a child who is less than eighteen years of age and either has one or more chronic health conditions or does not meet age appropriate expectations in one or more areas of development, including; social, emotional, cognitive, communicative, perceptual, motor, physical, and behavioral development, and that may include on a regular basis such services, adaptations, modifications, or adjustments needed to assist in the child's function or development.
Non-traditional hours	OAC rule 5101:2-16-10 defines “Non-traditional hours” as the hours between seven p.m. and six a.m. on weekdays, and between twelve a.m. Saturday and six a.m. Monday. Non-traditional hours also include any hours of care provided on New Year’s Day, Martin Luther King Jr. day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas day.

Frequently Asked Questions

1. What is the difference between an IHA pre-approval and certification?

A pre-approval is issued to an applicant who meets the qualifications of an IHA and who is interested in participating in the pilot program. A pre-approved IHA pilot provider can NOT care for children. A certified IHA pilot provider is a pre-approved pilot provider who is eligible to care for children and receive reimbursement from the state for the care provided.

2. Does an IHA certificate need issued again if the family completes a redetermination for PFCC during the pilot program?

No, the two certification periods are not connected. The IHA certificate is valid for two years if they stay with the same family.

3. Can an IHA provider have more than one certification while participating in the pilot program?

Yes, the IHA may serve multiple families who meet the pilot requirements and will require a certificate for each family. Anytime an IHA adds/changes a family, they must submit a new application in OCLQS in order to be issued a new provider number for the new location.

4. When can an application to become an IHA pilot provider be submitted?

Interested individuals can submit an application in OCLQS now. The county agency will not begin reviewing applications for pre-approval for the pilot until April 1, 2021, when the rule is effective.

5. Can an IHA provider participating in the pilot care for a second family at a second residence that does not meet the requirements of the pilot?

Yes, however, a certified IHA pilot provider serving a second family that does not meet the pilot requirements will be paid at the regular hourly payment rate found in OAC 5101:2-16-10 (N) for the care provided at the second location.

6. Can an existing IHA provider serving a child determined eligible for special needs child care or is need of non-traditional hours of care apply for the pilot program?

No, the pilot program is only for new IHA applicants on or after April 1, 2021.

7. If the family the IHA provider is serving moves during the pilot, is no longer residing in one of the identified pilot counties and the IHA continues to provide care will the enhanced payment rate end?

Yes, the family and the IHA pilot provider must reside in the same pilot county. The caretaker will need to report the change of address to their county agency.

8. Does the IHA pilot provider have to submit an adjustment in TAP to receive the enhanced payment rate? No. Payment will be automatically be issued via electronic funds transfer based on attendance information submitted in the Time Attendance and Payment (TAP) system.

9. Can an individual that has shared custody of a child become the IHA pilot provider for the child and care for their child at the other residence?

No, OAC rule 5101:2-14-01 defines “child care” as, administering to the needs of children by person other than their parents, guardians, or custodians. If the individual is the parent/guardian/custodian of a child, they cannot be paid public funds to care for their own child.

10. Is an IHA in the pilot program able to claim absent days or pandemic days?

An IHA in the pilot program may not claim absent days. The IHA pilot provider is eligible to claim pandemic days as outlined in rule. The “Positive COVID-19 Test and Pandemic Days” document is available on the [Provider Pandemic](#) page.

11. How does the county determine that a child meets special needs child care criteria?

The county agency should review the JFS 01138 “Application for Child Care Benefits” and follow the current process used when determining if a child qualifies for special needs child care. This includes when a child has a chronic health condition or does not meet age appropriate expectations in one or more areas of development, and if the child requires any special services, adaptations, modifications, or adjustments to assist their development of their ability to function in the child care environment.

Note: A determination that a child meets the OAC special needs child care definition/criteria would be based upon the information a child’s caretaker supplied to the county agency.

12. How are county agencies notified of individuals that have submitted “blank paper” IHA applications?

The county notification process is identical to that of a standard IHA application.

13. What funding can pilot counties use to assist IHA applicants with the up-front costs attached to the pilot pre-approval process?

Counties must use local funds, if necessary, to assist IHA pilot applicants with expenses related to the certification process including the cost of obtaining required health trainings, background check process and a one-time travel expense stipend.

14. What IHA pilot provider information should be kept on file at the county?

The county agency must keep the JFS 01176 “Program Notification of Background Check Review for Child Care” on file for all certified IHAs.

15. Can the pilot provider take their own children to the home of the family where they are providing child care?

Yes, the provider can take up to 2 children of their own to the home of the provider as noted on the JFS 01642 “In-Home Aide Assurances”.

16. Can a county agency have more than 5 IHA pilot providers pre-approved at one time?

Yes, but only 5 IHA pilot providers can be certified at one time.

17. If a pilot provider cares for children during hours that are not considered non-traditional hours, does their pay change to minimum wage?

No, the IHA pilot provider is guaranteed a rate of \$13.00 an hour up to 40 hours and time and half for any hours exceeding 40 during the service week.

18. Can a pilot provider complete the training requirements prior to April 1, 2021?

Yes, however the training must be current at the time of pre-approval.

19. If an IHA applicant already submitted a background check request in the Ohio Professional Registry (OPR) and the county agency has results on file, does the applicant need to resubmit a request in the OPR?

Each application requires the individual to submit a request for a background check in the OPR. The applicant does not need to submit a fingerprint check at a WebCheck agency if both of the following apply:

- The IHA applicant has a current background check determination by ODJFS completed in the previous five years
- If the IHA applicant has been employed by a child care center, type A home, type B home, approved day camp, a preschool or school-age program approved to provide publicly funded child care or certified as an IHA in the previous 180 consecutive days.