



Dear Parent/Carer

Action required: to receive assistance with child care fees, complete a Child Care Subsidy claim now

The way your child care service receives funding from the Australian Government is changing. Under the New Child Care Package the amount of fees you pay may change.

On 2 July 2018, the Australian Government will introduce a new Child Care Subsidy to help eligible families with their child care fees at approved services. As your service will become a Child Care Subsidy approved service from 2 July 2018, you will be able to claim Child Care Subsidy from Centrelink to help with your fees.

How do I complete a Child Care Subsidy claim?

You can claim Child Care Subsidy using your Centrelink online account through **my.gov.au**.

If you don't already have a myGov account you can create one by going to **my.gov.au**.

How can I get help?

You can get help to do this:

- from staff at your local Centrelink Service Centre or Agent
- from your child care service staff
- by going online to **humanservices.gov.au/childcaresubsidy**
- by providing your Child Care Subsidy claim details to Centrelink verbally if you can't do it online

What happens next?

When you have submitted your completed Child Care Subsidy claim, Centrelink will assess it and send you a letter with the number of subsidised child care hours and the Child Care Subsidy percentage you are entitled to. Centrelink will also let you know any other steps you need to take to receive the subsidy.

If you are assessed as eligible and entitled, your Child Care Subsidy will be paid directly to your approved child care service on your behalf from 2 July 2018. You should talk to your service about how this will affect the fees you pay.

More information

For more information about the Child Care Subsidy including the eligibility requirements, please go to **humanservices.gov.au/childcaresubsidy**.

I hope you find this information useful. If you have any questions, the staff at your service may be able to help you find the information you need.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jane Hayden', written in a cursive style.

Jane Hayden
Branch Manager
Community Child Care Program Branch