



State of New Jersey  
DEPARTMENT OF HUMAN SERVICES  
DIVISION OF FAMILY DEVELOPMENT  
PO BOX 716  
TRENTON, NJ 08625-0716

## **New Jersey Child Care Subsidy Program**

### **Changes to Work First New Jersey (WFNJ)/Transitional Child Care (TCC)**

#### **Provider Letter**

From: 4C'S of Passaic County, Inc.  
2 Market Street, Suite 300  
Paterson, New Jersey 07501

December 11, 2018

In December 2018, the Division of Family Development (DFD) will be making changes to its New Jersey Child Care Subsidy eligibility system that will replace the current Work First New Jersey (WFNJ) and Transitional Child Care (TCC) Service Agreement forms for participating families with the Parent/Applicant Provider Agreement (PAPA). The case management process will not be changed for New Jersey Cares for Kids (NJCK) participants.

Changes to the eligibility system will allow all agreements to be issued through one system to better align all child care programs. Therefore there will no longer be a need to use two different types of child care service agreements. This means, the Work First New Jersey Service Agreement will be replaced by the **“Parent/Applicant Provider Agreement (PAPA)”**.

When you are provided with Parent/Applicant Provider Agreement (PAPA), it is important that you complete and return it to the applicant/parent as soon as possible. Any delay in returning these forms, may result in payment interruption.

As a result of these system changes, WFNJ/TCC participants and their designees/alternate card users will be receiving new Families First cards. Therefore it is very important that you monitor your system and ensure that you are tracking system check-ins and check-outs through your e-Child Care portal to ensure timely payments.

If you experience any problems or have questions, please contact your CCR&R **4C'S of Passaic County, Inc.**

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