



Child Care Reimbursement Claim Form NYC Health + Hospitals

Frequently Asked Questions (FAQ's)

1. Who qualifies as a Childcare Caregiver?

Caregiver Can Be		
Family Member	Babysitter / Nanny	Au Pair
Nursery School	Pre-School	Recreational Day Camp
Before School Program	After School Program	Childcare Programs below Kindergarten
Housekeeper / Maid / Cook	Childcare at home or another's person house	Childcare Facility

2. What about the costs of camp?

Overnight camp is not reimbursable; recreational day camp is reimbursable.

3. Up to what age can I receive reimbursement?

You can receive a reimbursement up to the age your child(ren) turns 13.

4. How much can I be reimbursed?

Each household can be reimbursed up to \$3,500.

5. What do I need to do to be reimbursed?

You must submit a Child Care Reimbursement Claim Form found [here](#)

6. What is the timeframe to submit an application?

- As of July 1, 2019, all claims for reimbursement must be submitted within the same calendar year as the date of service (the date that childcare was provided).
- As of January 1, 2020, claims with dates of service in 2018 and 2019 will not be reimbursed.

7. When will reimbursement claims be paid?

Within 4 to 6 weeks.

8. What must I submit with the reimbursement form?

- Member ID (found on Davis Vision card).
- Home address, telephone number, hospital and email address.
- Name of child care provider, address, telephone number, social security number or Tax ID.
- Name of child and date of birth (child must be under 13 years old when the care was provided).
- Birth certificate for child(ren)
- Marriage certificate.
- Proof of payment in the form of a cash receipt, invoice showing payment, cancelled check(s) or credit card statement.

- Date of service must be on receipt(s).
- If the Caregiver is a Day Care Center that provides care for more than six (6) children, the receipt must include the Caregiver's state and license number.
- If the childcare provider is a family member, housekeeper/maid/cook, babysitter, nanny, Au Pair, or childcare given by someone at home or in another person's home, **a Social Security is required and must be provided if available.**

9. If I rotate to a non-NYC H+H hospital and switch to the rotation hospital's payroll, will I still be eligible for the Child Care Reimbursement Benefit?

You can only receive reimbursement if you are on NYC H+H payroll.

10. My spouse and I work for different NYC H+H hospitals. Can we both apply for the reimbursement?

No, the Plan provides reimbursement per household per calendar year.

11. We have two children. Can we be reimbursed for each child's care?

Yes you can be reimbursed for each child's care up to the maximum of \$3,500.00 per calendar year per household.