



EMERGENCY CHILD CARE SERVICES OUTCAN



OUTSIDE OF CANADA (OUTCAN) CHILD CARE SUPPORT IN CHALLENGING SITUATIONS

Planning for child care emergencies is vitally important. Both the Canadian Armed Forces and Military Family Services (MFS) have tools to support you through this process. Through the Military Family Services Program, Military Family Services in the United States and Europe facilitate access to short-term emergency child care services in diverse situations, in support of operational readiness.

FAMILY CARE PLAN

A Family Care Plan (FCP) is a mandatory Department of National Defence form that prepares families of Canadian Armed Forces members to be taken care of in case of unforeseen events, emergency callouts and planned deployment. By identifying primary and secondary caregivers who should be contacted in the event of an emergency or military tasking, your FCP supports your family in your absence.

All Canadian Armed Forces personnel must complete the FCP Form DAOD 5044-1A. It isn't a legally binding document, but it is kept on the Canadian Armed Forces member's file. Family Care Plans are protected under the Privacy Act.

Essentially, the military Family Care Plan is a regularly updated exchange of information between your family and a Commanding Officer. A completed Family Care Plan is designed to support individual and unit operational readiness. Remind your spouse to update theirs in their orderly room.

For more information about the Family Care Plan, visit CAFconnection.ca or contact the Family Information Line at **1-800-866-4546 (North America) 00-800-771-1772 (Europe)**.

MILITARY FAMILY SERVICES EMERGENCY FAMILY CARE PLAN

An MFS Emergency Family Care Plan, like the military Family Care Plan, speaks for you when you are not able to. While the military Family Care Plan resides with the Canadian Armed Forces member's file, the MFS Emergency Family Care Plan will assist the Military Family Services staff and/or anyone else you've designated in the event of an emergency. An up-to-date MFS Emergency Family Care Plan lists the names and contact information of your preferred child care providers and can provide useful child care information.

Beyond the military Family Care Plan, a completed MFS Emergency Family Care Plan provides detailed personal instructions about your child including medical information, bedtimes, bus-stop times and favourite foods, to minimize the stress placed on your child when you are not with them.

An MFS Emergency Family Care Plan form is available from your Military Family Services US or Europe staff and is also available on CAFconnection.ca. We encourage you to share your completed MFS Emergency Family Care Plan with your preferred caregivers and your Military Family Services US or Europe staff, so they are prepared to assist your family as quickly as possible in a time of emergency. If the caregivers you listed are unavailable, Military Family Services staff will use the information in your MFS Emergency Family Care Plan file to ensure your child has excellent care.

Be proactive! Before an immediate need arises while out of Canada, connect with your local Military Family Services staff and create and file an MFS Emergency Family Care Plan. US and Europe staff contact information can be found at CAFconnection.ca under either United States or Europe location.

OUT OF COUNTRY EMERGENCY CHILD CARE ASSISTANCE

There are several programs and policies in place to help support you and your family in times of need by providing assistance in either accessing child care or covering some of the additional costs of unanticipated child care expense. Depending on your situation, you may qualify for any of the following:

MILITARY FAMILY SERVICES EMERGENCY CHILD CARE

If your family requires Emergency Child Care connect immediately with your local Military Family Services staff in your location. Staff may support your family during a challenging situation by facilitating your access to supports and services (up to 96 hours per emergency) to help you address your short-term emergency child care needs. Depending on your specific situation and the available resources in your community, Military Family Services staff will assist you by providing referrals or caregiver coordination or in some cases, financial reimbursement for emergency care. Each case is unique and will be assessed individually. Contact your local Military Family Services staff for further details.

Eligibility

Canadian Armed Forces families will be supported by Emergency Child Care services under many unique circumstances including:

- When the Canadian Armed Forces member must report for duty on short notice, or is away on tasking and neither their primary or secondary caregiver identified on their Family Care Plan is available to care for their children;
- When your family requires respite child care while the Canadian Armed Forces member is away, for essential health and well-being;
- When the Canadian Armed Forces member requires emergency short-term child care to secure essential necessities that have not already covered through IRP within three months after posting;
- When the Canadian Armed Forces member or any member of your family has been seriously ill or injured; or when a member of the family has died;
- Requests for Emergency Child Care are approved at the discretion of the Military Family Services Senior Manager for United States or Europe.

To learn more about out of country Emergency Child Care eligibility, funding, reference documents and options for your family, visit CAFconnection.ca or contact your local Military Family Services staff.

CANADIAN ARMED FORCES FAMILY CARE ASSISTANCE

Family Care Assistance is designed to assist Canadian Armed Forces single parents and service couples by offsetting increases in the normal costs for child care or attendant care when service requires you to be absent from home for 24 hours or longer.

Eligibility

Family Care Assistance is available if:

- You do not have a spouse or common-law partner or your spouse/common-law partner is also a Canadian Armed Forces member who will be away from their place of duty for service reasons at the same time;
- For service reasons, your absence is required for 24 hours or more from your family home;
- You have a dependent who is 18 years of age or younger, or is 18 years of age or older but requires assistance due to a physical or mental disability and is not receiving a pension.

Funding

You are entitled to be reimbursed for either the daily amount established by Treasury Board or the difference between the amount paid for dependent care during the absence and the amount normally paid for care, whichever is less.

How to submit your claim

Complete form DND 2269 and submit it to your unit orderly room. Be sure to include receipts for amount paid and:

- Name, address and phone number of caregiver; and
- Dates of employment.

Reference

For additional terms and conditions, please reference:

Compensation and Benefit Instruction [CBI] 209.335 – Family Care Assistance