

Licensed Exempt Providers

Did you know?

1. Checks are processed weekly.
2. Direct Deposit is available. Complete a Direct Deposit Agreement Form and submit it to the ECE Subsidy Provider Payment Department with a voided check.
3. Attendance Records are processed on a first in, first out basis.
4. Reimbursements are processed within 21 days from the receipt of a correctly completed Attendance Record by the ECE Subsidy Provider Payment Department in Rocklin.
5. There is a drop box at the back of the building at 1400 W. Stanford Ranch Road, Rocklin and at the front of the building at 360 Nevada Street, Auburn.
6. Items placed in the drop box are date-stamped as being received the next working day.
7. Attendance Records are due the 1st day of the month following the month they are for.
8. Attendance Records received more than 30 days from the due date may be returned unpaid.
9. Attendance Records are due within two weeks from the date of issuance or within 30 days from the end of the month care was provided, as applicable.
10. Adjustments must be requested within 60 days from the reimbursement rate.
11. Attendance Records need to be submitted to 1400 W. Stanford Ranch Road, Rocklin, CA 95765 or 360 Nevada Street, Auburn, CA 95603.
12. Attendance Records will not be considered received for payment processing until received at the 1400 W. Stanford Ranch Road, Rocklin office.