



## Your *Family* Care Plan



## Child Care Support in Challenging Situations

### FAMILY CARE PLAN

Administered by local units, the Family Care Plan (FCP) is designed to ensure that you have a plan in place to care for your family in the event of an emergency callout or planned deployment.

The FCP is not a legally binding contract, but rather an exchange of information between your family and the Commanding Officer. It is kept on the Canadian Forces (CF) member's file and is designed to improve individual and unit operational effectiveness. The FCP is protected in accordance with the *Privacy Act*.

All CF personnel **must** complete the FCP form DAOD 5044-1A. We encourage your family to work together to create your FCP and to update it regularly. Canadian/Military Family Resource Centres (C/MFRCs) can also assist your family in finding appropriate caregivers, and in the creation of your FCP.

#### You should:

- Review, amend and submit your FCP (DAOD 5044-1A) to your unit regularly, and specifically when:
  - The CF member initially reports to a new unit;
  - Your family situation changes;
  - During the deployment process.
- Share your plan with the caregivers identified in the FCP as well as your local C/MFRC, so that they are prepared to assist your family as quickly as possible in times of emergency.

### FAMILY CARE ASSISTANCE

Administered by local units, Family Care Assistance (FCA) is designed to assist CF single parents and service couples by offsetting increases in your normal costs for child care or attendant care when service requires you to be absent from your home unit for 24 hours or longer.

#### Eligibility:

FCA is available if

- For service reasons, you are absent for 24 hours or more from your place of duty or from your family home;
- You have a dependant who is either:
  - Less than 18 years of age; or
  - 18 years of age or older but requires assistance due to a physical or mental disability and is not receiving a pension;
- And you:
  - Do not have a spouse or common-law partner; or
  - Have a spouse or common-law partner who is also a CF member and who is away from their place of duty for service reasons.

#### Funding:

- You are entitled to be reimbursed for either the daily amount established by Treasury Board or the difference between the amount paid for dependant care during the absence and the amount normally paid for care, whichever is the lesser amount.
- Additional terms and conditions apply - see reference below for details.

#### You should:

- Submit your claim (DND 2269) through your unit orderly room; and
- Include receipts for the amount paid with the
  - Name and address of the caregiver; and
  - Dates of employment.

#### Reference:

Compensation and Benefit Instruction (CBI) 209.335 – Family Care Assistance

### CHILD CARE SUPPORT IN CHALLENGING SITUATIONS

As part of a CF family, you may sometimes face situations where conditions of service in the CF prove too challenging for the FCP to accommodate. The CF is able to offer additional child care support in times of emergency, absence, illness, injury or death.

#### Emergency Child Care Services

Through Emergency Child Care (ECC) services, your local C/MFRC can help you meet unexpected child care needs that are a direct result of your duty requirements. C/MFRCs can support you during short-term crises until you are able to make longer-term child care arrangements.

#### Eligibility:

C/MFRCs are authorized to fund up to 72 continuous hours of ECC under the following circumstances:

- When you are away on duty or other military-related tasking and your spouse or usual caregiver is unavailable due to illness or family emergency;
- When you are required to report for duty on short notice and your spouse or usual caregiver is unavailable;
- When your child is ill and your family is unable to access your usual child care arrangement at a time when your presence at work is critical to the military operation.

#### Funding:

Funding is available for up to 72 hours of ECC for your family in the circumstances outlined above. In exceptional circumstances, additional funding may be available on a sliding scale of subsidization. Your C/MFRC can provide full details.

#### You should:

- Have an FCP in place in the event of an emergency or planned deployment; and
- Update your FCP regularly and share it with your local C/MFRC, so that the Centre is better able to provide ECC services quickly.

### EMERGENCY RESPITE CHILD CARE SERVICES

Your family may access Emergency Respite Child Care (ERCC) services while you are away on duty in order to support family health and well-being. The services offered through your local C/MFRC can help your family relieve some of the stress related to child care.

#### Eligibility:

C/MFRCs are authorized to fund up to 72 hours of ERCC for your family should you need a period of respite for continued health and well-being during the CF member's absence due to a military-related tasking.

#### Funding:

Funding of ERCC is available for up to 72 hours to your family in the circumstances outlined above. In exceptional circumstances, additional funding may be available on a sliding scale of subsidization. Your C/MFRC can provide full details.

#### You should:

- Have an FCP in place in the event of an absence due to a military-related tasking;
- Ensure that your family is connected with the C/MFRC to take advantage of ERCC services.

### CASUALTY SUPPORT CHILD CARE SERVICES

Through Casualty Support Child Care (CSCC) services, C/MFRCs provide additional child care services to support the families of CF personnel who are ill, injured, or have died while serving.

#### Eligibility:

C/MFRCs are authorized to fund up to 168 hours of CSCC under any of the following circumstances:

- To facilitate your family's attendance and participation at medical, mental health or social support service appointments that will help in the CF member's recuperation;
- To provide respite for your family;
- To allow your family to participate in repatriation services (e.g. Trenton, Landstuhl);
- To support your family throughout the funeral and bereavement process.

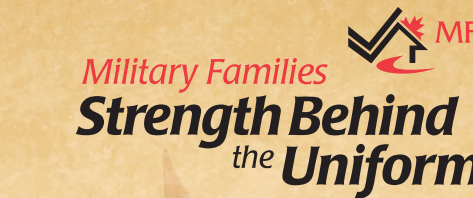
#### Funding:

Funding of CSCC is available for up to 168 hours for your family in the circumstances outlined above. Your C/MFRC can provide full details.

#### You should:

- Have an FCP in place in the event of an emergency; and
- Ensure that your family is connected with the C/MFRC to take advantage of CSCC services.

To connect with your local C/MFRC, please visit



### Canadian Forces Family Covenant

*We recognize the important role families play in enabling the operational effectiveness of the Canadian Forces and we acknowledge the unique nature of military life. We honour the inherent resilience of families and we pay tribute to the sacrifices of families made in support of Canada. We pledge to work in partnership with the families and the communities in which they live. We commit to enhancing military life.*

