

**Adult and Family Services**

Obtaining a Contract with OKDHS for  
**CHILD CARE**  
**SUBSIDY PAYMENTS**



**OKLAHOMA DEPARTMENT OF HUMAN SERVICES**

***For eligible families to receive this help, they must choose child care facilities that contract with OKDHS to receive subsidy payments.***

### **The Contracting Process**

Before a contract can be submitted for evaluation, providers must have an OKDHS license or permit and a star status as shown below:

#### **Child Care Centers:**

- Must be a One-Star Plus program or higher.

#### **Child Care Homes:**

- If licensed, must be a One-Star program or higher; or
- If permitted, must be a One-Star Plus program or higher.

*Please remember that having a license or permit does not automatically mean you will receive a contract to receive subsidy payments from OKDHS. You must apply for a contract, and not all contracts are approved.*



Once a contract is submitted to the OKDHS Adult and Family Services Child Care Subsidy office, your contract request will be evaluated and you will be notified of a decision. Various background checks as well as certain documents and training are required before a decision can be made.

*If approved, the effective date of a contract is never earlier than the date it is processed and signed by OKDHS staff. If you care for children eligible for OKDHS subsidy benefits before your contract is approved, OKDHS will not pay you for those days.*





**Many working families are eligible for benefits through the Oklahoma Department of Human Services to help with child care costs.**





## Interested?

For more information  
on Child Care Provider Contracts including  
frequently asked questions,

please visit

**www.OKDHS.org**

and click on the link

**“How Do I...Apply for a child care provider contract”.**

*If you are interested  
in applying for a contract,  
please call or email  
AFS Child Care Subsidy  
at **(405) 521-3431** or  
**CCProviderContracts@okdhs.org***



**OKLAHOMA DEPARTMENT OF HUMAN SERVICES**

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