



QUICK GUIDE to Child Care Subsidy Evidence

Why does the In Home Care Support Agency (IHCSA) require Child Care Subsidy (CCS) evidence?

To access In Home Care (IHC), families **must be eligible for CCS** in conjunction with meeting one or more of the other IHC eligibility criteria. **Refer to Quick Guide to In Home Care Evidence**

What child care evidence is to be supplied?

The IHCSA requests your most recent Child Care Subsidy assessment confirmation letter be provided. If you are unable to source this, the agency will accept a screenshot of the child/rens Child Care Subsidy summary along with a screenshot of your address found in "My Profile".

Where do I find it?

You will find all information regarding Child Care Subsidy within your myGov account, as per below:

To find your Letter

- Log in to your MyGov account – <https://my.gov.au/>
- Go to your Inbox Messages
- It will have the subject – Centrelink General

To capture a screenshot of your Child Care Subsidy information

- Log in to your MyGov account – <https://my.gov.au/>
- Click on Centrelink Box
- Click on My family
- Click on Child Care Subsidy Summary
- Screenshot the whole screen – See example below


To capture your address

- Log in to your MyGov account – <https://my.gov.au/>
- Click on Centrelink Box
- Click on My details
- Click on my profile

What does the Child Care Subsidy evidence look like?

Child Care Subsidy Letter, *right*

If not delivered: Locked Bag 7834 Canberra BC, ACT 2610


centrelink

Customer Reference Number: [REDACTED]

[REDACTED]

29 December 2021

Dear [REDACTED]

Your Child Care Subsidy assessment has been finalised

We have assessed you for Child Care Subsidy.

From 2 December 2019 to 31 December 9999 we have changed the amount of Child Care Subsidy we will withhold from 9% to 5%. This has changed because we want to reduce a possible overpayment.

Child care assessment from 12 July 2021

Child Name	Subsidy type	Subsidy Percentage	Subsidy hours per fortnight	Withholdings
[REDACTED]	Child Care Subsidy	50%	100	5%
[REDACTED]	Child Care Subsidy	50%	100	5%

To work out how much Child Care Subsidy you can get we look at all of the following:

- your family's income
- activity levels
- the type of approved care
- your child's age.
- the number of your children attending child care.

We will tell your child care provider of your subsidy percentage and pay them, less any amounts we withhold.

For more information please go to servicessaustralia.gov.au/childcaresubsidy

This is a notice of decision under family assistance law.

What you need to do
If your child is attending more than one child care service, you can choose the amount of hours we pay to each service.

For more information

my.gov.au
Express Plus mobile apps
servicessaustralia.gov.au

Child Care Subsidy Summary

Children assessed for Child Care Subsidy

Child name	Subsidy type	Subsidy rate	Eligible hours per fortnight	Actions
[REDACTED]	Child Care Subsidy		100	View details

Family income estimate (2020/2021): [REDACTED]
 The Subsidy Rate is based on your family income estimate and circumstances.

Activity Test Hours: [REDACTED]
 The number of Eligible Hours per fortnight is based on your activity hours and circumstances.

[Go to Family Income Estimate](#) [Go to Activity Test](#)

Screenshot of Child Care Subsidy details, *above*
 Screenshot – must include:

- Parents name in top banner that the Child Care Subsidy is linked to
- Child’s name
- Type of Subsidy – ACCS/CCS
- Subsidy percentage
- Eligible hours per fortnight

Screenshot of address

My profile
 Details about you, including your contact, address and relationship details, plus anything else about your background.

Personal and contact details

Basic information
 [REDACTED]
 I do not identify as an Aboriginal or Torres Strait Islander
[Update personal details](#)

Interpreter details
 I do not require an interpreter
[Update interpreter details](#)

Relationship status
 [REDACTED]
 I am allowed to enquire on behalf of [REDACTED]
[Update partner permission to enquire details](#)

Address details

Home address
 [REDACTED]
[Update address](#)

Postal address
 [REDACTED]
[Update address](#)

Contact details

Mobile Phone
 [REDACTED]
 I am currently receiving SMS reminders
[Update contact details](#)

Email address
 [REDACTED]
[Update contact details](#)