

## Childcare benefit

### Eligibility

- Childcare benefits become effective the **first of the 13th month after your date of hire** and remain in effect as long employee health care benefits remain in effect. The benefit will be made available to active employee for dependants as defined in the Collective Agreement and who are enrolled for health care benefits (i.e. not to retiree's). Effective **October 1<sup>st</sup>, 2005** : For dependants of active employees the **full-day and half-day subsidies will apply through August 31<sup>st</sup> of the year in which the child turns age 6.**
- **NEW** Effective since **September 17<sup>th</sup> 2012** before and after school benefits will be allowed for children age **3 and older until their 11<sup>th</sup> birthday**(who do not qualify for full-day and half-day subsidies). **Note** :The maximum before and after school reimbursement is **\$9.00 per day**

### Reimbursement

- The maximum **half-day reimbursement is \$9.00 per day**. A half-day is defined as a minimum of four hours to a maximum of six hours, or where the parent is being charged a half-day rate by the childcare facility.
- The maximum **full-day reimbursement is \$16.00 per day**. A full-day rate is defined as a minimum of 6 hours, or where a parent is being charged a full-day rate by the childcare facility.
- The maximum reimbursement is limited to 50% of the childcare facilities usual and customary billings and payable after all applicable government funding has been accessed.

### Plan Maximum benefit

- A **maximum of \$3000.00** will be covered from January 1<sup>st</sup> to Dec 31<sup>st</sup> for each eligible dependant.
- If both parents are Ford employees, benefits may be co-ordinated.

### Childcare Facilities

- **NEW October 1, 2020.** The childcare agency must be a **licensed non-profit or for-profit childcare facility.**
- Full-time, Part-time, Before and After school care, Group care and In-home childcare services will be eligible, provided the premises are licensed.

### What's not covered?

- Benefits will be made only after any and all government funding has been accessed.
- Reimbursement will not be made for casual care during vacations at centres away from the child's normal place of residence.
- Reimbursement of childcare expenses is taxable as income and as such is subject to federal and provincial taxes.

### Applying for Childcare benefit

- Send a **Green Shield Childcare claim form** along with the **original receipts** of childcare expenses to Green Shield for reimbursement. In this case the payment will be made directly to you.
- **Or**  
The childcare facility can bill Green Shield directly for the childcare provided for the amount covered by the plan, using the **Green Shield Childcare claim form**, and payment will be made directly to the facility. Green Shield will send a statement to each employee indicating the amount that was refunded which you may use for income tax purposes.
- You may find **Green Shield Childcare forms** at [www.greenshield.ca](http://www.greenshield.ca), in the Union Benefit Office, Personnel services or Human Resources.