

**Military OneSource Program  
Policies and Procedures  
Attachment 37**

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**SUBJECT: Respite Child Care YMCA DoD REFERRAL****Effective Date: 02/21/2012**

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**REFERENCES:**

1. The National Defense Authorization Act of 2008.

**PURPOSE:** To provide information on eligibility categories for the Armed Services Young Men's Christian Association (ASYMCA) Military Outreach Initiative. The Contractor is responsible for ensuring MOS Staff adhere to the policies and procedures and for these to be reflected in the Contractors Business processes.

**POLICY:** The National Defense Authorization Act of 2008 required the Secretary of Defense to develop a plan to support military family readiness and to ensure military family readiness programs and activities are available to all active duty military families, including family members of the guard and reserve components. Many family members of guard, reserve and active duty personnel serving on Independent Duty and their families live far from a military installation. Additionally, many active duty military families live in housing areas far from the installation. As such, they may be isolated from the family programming, support services and recreational opportunities offered at the installation. As a result, the Department of Defense collaborated with the ASYMCA to establish the Military Outreach Initiative that provides funding for eligible members and families to receive free YMCA memberships at participating YMCAs.

**PROCEDURES:**

1. **YMCA Respite Child Care (separate from YMCA memberships):** ASYMC offers respite child care at participating YMCAs with licensed child care facilities. Respite child care provides part-time, occasional and licensed child care for children whose parent or guardian needs temporary respite from their role as primary caregiver in the absence of a deployed Service member. Through respite child care, parents/guardians have the opportunity to focus on their own personal health and well-being. The child care is provided at no cost for children ranging in age from **infancy up to 12 years old, for up to 16 hours per month per child**. Respite child care is authorized for:
  - Deployed Guard/Reserve – Service Member has been called to Active Duty Title 10 status and deployed Outside the Continental United States (OCONUS) away from the family for a minimum of 6 months. If the service member is able to come home at night, they do not qualify.
  - Relocated spouse and dependent children of an active duty member. Member must be on minimum 6 month OCONUS deployment orders. Relocated spouse as a result of a Permanent Change of Station (PCS) do not qualify. The relocation must be to a location away from the military installation where the Service member and the spouse are assigned and living together as a family unit. Families are only eligible during the actual deployment period.

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- Dependent children of active duty residing 30+ miles from military installation when the service member is on OCONUS deployment orders for a minimum of 6 months. Members that live 30+ miles from an installation do not qualify for the YMCA respite care if they are taking advantage of respite care programs provided at the nearest military installation.
- Independent Duty. A Service member based at a remote location not near a military installation and the service member does not have access to installation respite care. The service members unit must receive approval from the service point of contact (POC) for participation in respite and fitness program under the Military Outreach Initiative. The individual Service POCs are located on the ASYMC website.
- Community Based Warrior Transition Unit (CBWTU) Family – Service member who is on orders to their home residence to recover and complete rehabilitation. These Wounded Warriors will be issued Temporary Duty orders in increments of 6-months to CBWTU in their home of record. These orders will be renewed based on their rehabilitative progress. Any Service member assigned to a CBWTU and with a current set of temporary duty orders to their home is eligible regardless of the time remaining on their orders. Renewals will also be allowed as long as the Service member has a current set of orders, regardless of the duration, and has meet the 8 individual days of attendance per month for the previous 6 month membership.

2. **How to apply:** Go to ASYMCA website: <http://www.asymca.org/2010/ymca-military-outreach-initiative>. For all categories except Independent Duty, download and fill out the “DoD/YMCA Respite Care Eligibility” form. Take a copy of the form, a copy of current deployment orders, CBWTU orders, and a valid military ID card to your local participating YMCA. For Independent Duty members, use the “Request for Independent Duty Personnel (IDP) Fitness Memberships/Respite Child Care Authorization” form. This form must be signed by the Unit Commanding Officer and emailed with all supporting documents to applicable Service POC (refer to ASYMCA website for Service POC weblinks). Once approved by the Service POC, it will be sent back to the Unit Commanding Officer. Take the form and a valid military ID card to your local participating YMCA.

### **Frequently Ask Questions**

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**How do I sign-up for the program?**

You can download the information from the ASYMCA website <http://www.asymca.org/2010/ymca-military-outreach-initiative> or MOS website and take it to the participating YMCA. The YMCA should also have an enrollment form that you can fill out right there. Make sure you have a copy of your spouse's deployment orders and a military ID card.

**Is there a cost for respite child care?**

No. There is no charge for up to 32 hours of child care per child per month.

**Are there restrictions on how I spend my time while my child is in care?**

No. The purpose of respite care is to provide temporary relief or a "short break" to the parent or guardian who is responsible for caring for the child. You may use the respite care program to schedule a medical appointment, shop for groceries, or simply schedule some time for yourself.

**Am I required to join the YMCA in order to participate in the respite care program?**

No

**Who will care for my child?**

YMCA child care programs that provide respite care are licensed by the state. The program hires staff members under the guidelines of the state's child care licensing agency.

**Does every YMCA offer respite care?**

At this time, YMCAs in select states are eligible to offer respite care. The child care program must be state licensed and in good standing with no unresolved complaints on file with the state licensing agency. The program must also be in compliance with the National Fire Protection Association 101 Life Safety Code.

The YMCA must agree to participate and DoD personnel access will depend on space available.

**Are the age restrictions for respite care?**

Yes, children are eligible from birth (or youngest age permitted at the specific YMCA) and 12 years.

**My spouse is active duty serving in an Independent Duty location - am I eligible to participate in the respite care program?**

Yes, families of active duty members serving in an independent duty location are eligible for respite child care services.

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**EXCEPTIONS:** There are no exceptions to this policy without Government MOS Program Office written approval.