

COUNTY OF ULSTER

DEPARTMENT OF SOCIAL SERVICES

1091 DEVELOPMENT COURT
KINGSTON, NEW YORK 12401-1959



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Maria Ruffner, **Daycare Supervisor**

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Notice of Client Responsibility

NYCRR 415.3(b) requires that Social Services districts advise applicants/recipients of their responsibility to provide accurate, complete, and current information which may affect eligibility and amount of entitlement.

You are hereby advised that you are required to report any changes which may affect your eligibility for daycare benefits to your daycare worker immediately.

Changes which must be reported include, but are not limited to:

- ◆ Change or loss of income or employers
- ◆ Change in work hours
- ◆ Termination of employment or educational program
- ◆ Change in Daycare provider
- ◆ Change in Child Support Status

Failure to report changes to your Daycare worker may result in overpayment of daycare benefits on your behalf and may cause you to be subject to criminal prosecution.

Statement of Understanding

I agree to inform the agency immediately of any changes in my circumstances.

My signature on this document confirms my understanding of its content.

Signature of Client

Date

Print name (client)

Agency Representative

Date