

SOUTHEAST CHILD AND FAMILY SERVICES

FOSTER PARENT PAYMENT SCHEDULE

APRIL 2017

05-Apr-17 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (March 16 -31, 2017)
07-Apr-17 RESPITE FOR MARCH 2016
19-Apr-17 REIMBURSEMENTS
20-Apr-17 MID MONTH CHILD MAINTENANCE PAYMENTS
30-Apr-17 RESPITE TIMESHEETS DUE (APRIL 1 - 30, 17)
30-Apr-17 REIMBURSEMENT CUT OFF

MAY 2017

05-May-17 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (April 16 - 30, 2017)
08-May-17 RESPITE FOR APRIL 2016
19-May-17 MID MONTH CHILD MAINTENANCE PAYMENTS
23-May-17 REIMBURSEMENTS
31-May-17 RESPITE TIMESHEETS DUE (MAY 1 - 31, 17)
31-May-17 REIMBURSEMENT CUT OFF

JUNE 2017

06-Jun-17 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (May 16 -31, 2016)
08-Jun-17 RESPITE FOR MAY 2016
17-Jun-17 MID MONTH CHILD MAINTENANCE PAYMENTS
20-Jun-17 REIMBURSEMENTS
30-Jun-17 RESPITE TIMESHEETS DUE (JUNE 1 - 30 17)
30-Jun-17 REIMBURSEMENTS CUT OFF

***IMPORTANT INFORMATION

FINANCE DEPARTMENT PROCESSES

REIMBURSEMENTS	SUBMIT TO CHILD'S SOCIAL WORKER FOR APPROVAL	
TRAVEL	SUBMIT TO CHILD'S SOCIAL WORKER FOR APPROVAL	
FAMILY VISITS	SUBMIT TO CHILD'S SOCIAL WORKER FOR APPROVAL	
ADDITIONAL RESPITE	SUBMIT BY:	
	FAX:	204-947-9418
ATTENTION:	EMAIL:	RESPITE@SECF.S
LAURA	DIRECT:	4TH FLOOR - 360 BROADWAY AVE.

UNPAID ITEMS

IF YOU HAVE SUBMITTED AN ITEM THAT HAS NOT BEEN PAID OR THERE ARE ANY DISCREPANCIES, PLEASE CONTACT YOUR WORKER OR SEND YOUR INQUIRY TO THE FOLLOWING FINANCIAL.INQUIRIES@SECFS.ORG

PLEASE ALLOW UP TO 3 WEEKS FROM THE DATE OF SUBMISSION BEFORE INQUIRING ABOUT ANY UNPAID ITEMS.

LATE RESPITE TIMESHEETS WILL NOT BE PROCESSED UNTIL THE NEXT RESPITE RUN.

**** PLEASE NOTE DATES ARE SUBJECT TO CHANGE**