

SOUTHEAST CHILD AND FAMILY SERVICES

FOSTER PARENT PAYMENT SCHEDULE

OCTOBER, 2018

05-Oct-18 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (September 16 -30, 2018)
 05-Oct-18 RESPITE FOR SEPTEMBER 2018
 19-Oct-18 REIMBURSEMENTS
 19-Oct-18 MID MONTH CHILD MAINTENANCE PAYMENTS
 31-Oct-18 RESPITE TIMESHEETS DUE (OCTOBER 1 - 31, 18)
 31-Oct-18 REIMBURSEMENT CUT OFF

NOVEMBER, 2018

05-Nov-18 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (October 16 - 31, 2018)
 07-Nov-18 RESPITE FOR OCTOBER 2018
 20-Nov-18 MID MONTH CHILD MAINTENANCE PAYMENTS
 20-Nov-18 REIMBURSEMENTS
 30-Nov-18 RESPITE TIMESHEETS DUE (NOVEMBER 1 - 30, 18)
 30-Nov-18 REIMBURSEMENT CUT OFF

DECEMBER, 2018

05-Dec-18 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (November 16 -30, 2018)
 07-Dec-18 RESPITE FOR NOVEMBER 2018
 20-Dec-18 MID MONTH CHILD MAINTENANCE PAYMENTS
 20-Dec-18 REIMBURSEMENTS
 31-Dec-18 RESPITE TIMESHEETS DUE (DECEMBER 1 - 31, 18)
 31-Dec-18 REIMBURSEMENT CUT OFF
 04-Jan-19 END OF THE MONTH CHILD MAINTENANCE PAYMENTS (December 16 -31, 2018)
 08-Jan-19 RESPITE FOR DECEMBER 2018

***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:
ATTENTION: LAURA	FAX: 204-947-9418 EMAIL: RESPITE@SECFS.ORG 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.

PLEASE ENSURE RESPITE TIMESHEETS ARE SUBMITTED ON TIME.
 ** PLEASE NOTE DATES ARE SUBJECT TO CHANGE