

Policy for the detection and prevention of fraud in relation to Child Care Subsidy Payments

Building Futures Care will operate with a centralized processing of CCS and Parent Fee amounts. Abuses of financial integrity will not be tolerated. All claims, records and processes must support the intent of the funding legislation.

The following links to www.education.gov.au provide the compliance basis for Building Futures Care.

<https://www.education.gov.au/child-care-provider-handbook-0>: The Child Care Provider Handbook will form the basis of all fee and CCS processes.

<https://www.education.gov.au/child-care-compliance-obligations-flipchart-family-day-care-services-2-july-2018>: The flipchart further specifies compliance matters specific to Family Day Care and includes FDC specific rules around care for relatives.

<https://www.education.gov.au/child-swapping>: The administration and co-ordination unit will be especially alert for the possibility of 'child-swapping', by ensuring that all children of an educator are declared and accounted for in terms of being counted for ratio of the educator, and given no advantage to 'accept' a swapped child in his or her 'place'. The Family Day Care services Operational guidance: How to comply with the 'child swapping' legislative changes will be used as necessary to ensure compliance.

The administration unit of BFC will follow the processes and procedures that apply to recording, claiming and reporting CCS funding through the use of CCMS compliant software. "Harmonykids" has been purchased for this purpose.

Educators will not be in a position to make false or fraudulent claims as they will not have access to the data. The administration team will be checking enrolment data and Educator's timesheets as it they are processed weekly.

Unit co-ordinators will be regularly visiting and checking on the processes in the educator homes.

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