

August 21, 2018

Dear Provider,

Enclosed you will find the October 2018-September 2019 ECC Closure Calendar. Please return to our office no later than September 14, 2018 to ensure proper payment for your closure days.

Please keep the following in mind as you complete your Calendar:

- The State of New Jersey allows a maximum of 22 paid closure days per contract year.
- Emergency closures must be included within the maximum 22 closure days.
- All emergency closures (ie: closures due to weather, etc.) must be reported to Child Care Resources within the 13 day back swipe period to ensure payment. Emergency closures that are not reported within the 13 day back swipe period will not be paid.
- Providers may not exceed 5 closure days (including emergency closures) per month.

Please return your completed closure calendar by mail in the envelope provided or email the form directly to your Fiscal Specialist. We truly appreciate your commitment and service to the families and children of Monmouth County.

If you have any questions, please feel free to contact your Fiscal Specialist.

Sincerely,

Abbie Pomerantz, ext. 136  
Manager of ECC and Policy Enforcement  
[apomerantz@ccrnj.org](mailto:apomerantz@ccrnj.org)

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