



What is Child Care Subsidy 'Balancing'?

Balancing, also referred to as 'income review' or 'reconciliation', is the process that occurs after the end of each financial year where the Department of Human Services (DHS) compares families' income estimates with their actual adjusted taxable income to ensure families receive their correct Child Care Subsidy (CCS) entitlement.

Balancing is not new and the process for CCS will be similar to previous years for most families who have previously used subsidised child care.

For some families, however, this will be the first time their actual adjusted taxable income has been used to calculate their CCS.

The new financial year is here – have you submitted your session reports?

By **14 July 2019** - Providers need to submit all session reports for the 2018-19 financial year.

By **28 July 2019** - These session reports need to be accurate and finalised as they are essential for reconciling (or balancing) family CCS entitlements after the end of the financial year.

From **29 July 2019** - the Child Care Subsidy System will be closed for the 2018-19 financial year. This means providers will not be able to submit new session reports, or vary or withdraw existing session reports, for any period between 2 July 2018 and 30 June 2019.

Are you a new provider or an existing provider with CCS approval who is adding another service?

Where providers have submitted new applications for CCS approval and are granted approval with a start date occurring in the 2018-19 financial year, CCS will still be able to be paid for sessions delivered after the start date. It is important to submit your session reports as soon as possible after approval is received.

Understand CCS balancing with our new webpage

The Department of Education has a new [webpage](#) to help you understand the CCS balancing process. This [webpage](#) has information to help providers and services understand the CCS balancing process and what is required of providers in relation to submitting session reports. DHS also has information outlining the balancing process for families on their website www.humanservices.gov.au/balancing.

Have you registered for our upcoming information webcast Understanding the CCS balancing process?

The Department of Education and DHS are holding two webcasts for providers and services to explain CCS balancing. These are being held on Monday 15 July from 12:00 pm – 1:00 pm (AEST) and Tuesday 16 July from 6:30 pm – 7:30 pm (AEST).

The webcasts are designed to assist providers and services to help families understand this process. They will also cover what providers need to do to enable CCS balancing to occur. Both sessions will be identical.

If you would like a particular aspect of balancing explained during the webinar, please let us know by emailing ECCCStakeholderEngagement@education.gov.au.

To register for the webcast please go [here](#).

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