

**Ministry of Education**

Early Years and Child Care  
Division

315 Front Street West, 11<sup>th</sup> Floor  
Toronto, ON M7A 0B8

**Ministère de l'Éducation**

Division de la petite enfance et de la  
garde d'enfants

315, rue Front Ouest, 11<sup>e</sup> étage  
Toronto, ON M7A 0B8

TO: Child Care Licensees

FROM: Iyana Browne  
Director (Acting)  
Child Care Quality Assurance and Licensing Branch

DATE: June 14, 2023

SUBJECT: Proposed Amendment to O. Reg. 138/15 of the Child Care  
and Early Years Act, 2014

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Thank you for your continued partnership in ensuring that working families across Ontario have access to safe, affordable and high-quality child care.

I am writing on behalf of the Ministry of Education to inform you of the ministry's proposed amendment to Ontario Regulation 138/15 under the *Child Care and Early Years Act, 2014* (CCEYA).

The proposed change would require service system managers to process child care fee subsidy applications based on the date the application was received, while complying with the service system manager's policies on prioritizing applications. Service system managers would work cross-jurisdictionally to assist parents in accessing care.

The proposed change will impact service system managers in administering fee subsidy applications but will have no impact on the operations of licensees.

Information about the proposed regulatory amendment will be posted on the regulatory registry on June 14, 2023 and you are invited to provide written feedback. The regulatory registry posting will be accessible here: [Proposed Regulatory Change to O. Reg. 138/15 \(Funding, Cost Sharing and Financial Assistance\) under the Child Care and Early Years Act, 2014.](#)

You are also invited to share information about the proposed amendment with parents/guardians. A messaging template is attached as Appendix A for your convenience.

Should you have any questions or concerns, please send us a message at [EYCC.Regulations@ontario.ca](mailto:EYCC.Regulations@ontario.ca).

Sincerely,

*Original signed by*

Iyana Browne

c: Consolidated Municipal Service Managers and District Social Services  
Administration Boards

Attachment: Appendix A – Communication to Parents/Guardians

Appendix A

To: Communication to Parents/Guardians

**RE: Proposed Amendment to O. Reg. 138/15 of the Child Care and Early Years Act, 2014**

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I am writing to provide you with information on the Ministry of Education's proposed regulatory amendment to the Child Care and Early Years Act, 2014 (CCEYA).

The proposed change would require municipalities/District Service Boards to process applications for child care fee subsidy based on the date the application was received, and to work cross-jurisdictionally to help parents/guardians to access care while complying with the municipalities/District Service Board's policies on prioritizing applications.

The proposed change would potentially reduce barriers for eligible parents/guardians accessing fee subsidy for child care outside of their area of residence while taking into consideration of any applicable policies regarding the application prioritization the service system manager or ministry may have.

Information about the proposed regulatory amendment will be posted on the regulatory registry on June 14, 2023 and you are invited to provide written feedback to the ministry. The regulatory registry posting will be accessible here: [Proposed Regulatory Change to O. Reg. 138/15 \(Funding, Cost Sharing and Financial Assistance\) under the Child Care and Early Years Act, 2014](#).

Sincerely,

*Original signed by*

Iyana Browne