Child Care Provider Compliance Reviews

Each month approximately 150 child care attendance records are reviewed and compared with CCTA records to ensure accuracy and alignment with regulatory requirements. A compliance review sheet is generated for each provider, and a letter is sent outlining the results of the review. If needed, providers may be asked to complete a Corrective Action Plan, participate in a follow-up review, or submit additional information. Recoupments or collaboration with OCFS may also occur when appropriate.

Attendance Records

If requested, attendance records can be submitted via mail or uploaded using the options below.

Mail: Erie County Department of Social Services
95 Franklin Street Room
Buffalo NY 14202
Attention: Special Investigations Division – Thomas Lillis

-or-

Upload: https://bit.ly/4cE8ibf or

Corrective Action Plans

If requested, Corrective Action Plans can be submitted via mail or uploaded using the options below.

Mail: Erie County Department of Social Services
95 Franklin Street Room 426
Buffalo NY 14202
Attn: Jamie Epolito

-or-

Upload: https://bit.ly/ChildCareCorrectiveActionPlan or

Request for Review of Overpayment or High Risk Determination

You are welcome to provide any evidence, clarification, context, or corrective actions that you believe will help resolve the concern. Sharing this information supports a fair process and helps ensure that determinations align with regulatory expectations. An Overpayment Review Request Form can be submitted via mail or uploaded using the options below.

Mail: Erie County Department of Social Services
Special Investigations Division
PO Box 120
Buffalo NY 14201-9903

-or-

Upload: https://bit.ly/4zFq9c5 or