

## Child Care and the Work Place



AN EMPLOYER

TOOL KIT



ENGAGING BUSINESS PARTNERS: A PROJECT OF







HELPING MISSOURI MAKE A SMART CHILD CARE CHOICE

In today's competitive marketplace, companies have to work harder to attract and retain the talent they need to succeed. Many companies now function in a 24-hour global economy and employ workers for non-traditional work schedules. At the same time, employees struggle to balance the demands of work and family and may not be able to fully attend to their jobs. To successfully manage these challenges, employers are addressing child care issues and are learning that it's good business to invest in child care.

Programs that balance work and family can:

- Reduce Turnover
- Lower Absenteeism
- Improve Recruitment and Community Relations
- Increase Productivity

Child Care and The Work Place is a Tool Kit of the options available to employers. The kit is designed to address the unique needs of individual employers and their employees.

For more information, contact:

## IT'S GOOD BUSINESS TO INVEST

## Child Care Options Comparison Chart

Child Care Option	Description	Benefits	Considerations	Cost	Where to Go for Help
Information  • Work Site Seminars  • Child Care Resource and Referral (CCR&R)	Workshops provide information and resources at the work site. CCR&R contracts assist employees with finding child care.	<ul> <li>Low cost</li> <li>Addresses a variety of child care needs</li> <li>Appropriate for any size company</li> <li>Can be provided in a variety of locations</li> </ul>	<ul> <li>Depends on ample child care services in the community</li> <li>Offers no assistance in paying for care</li> </ul>	<ul> <li>Seminars are very inexpensive ranging from free to a nominal presenter's fee</li> <li>CCR&amp;R fees are based on workforce size</li> </ul>	<ul> <li>Local CCR&amp;R agency</li> <li>University Outreach and Extension</li> <li>Community and human service agencies</li> <li>Educational institutions</li> </ul>
Work Place Policies  • Flexible Work Schedules  • Time-Off and Leave Policies	These options give employees more control over work time and time off.	<ul> <li>Minimal financial investment</li> <li>Can reduce absenteeism, improve morale and productivity</li> <li>May expand pool of potential employees</li> <li>May enhance recruitment and retention</li> </ul>	<ul> <li>May require greater planning on the part of managers and work teams</li> <li>May disrupt work flow if not carefully planned</li> <li>May require manager training to effectively implement</li> </ul>	Biggest cost factors are:  Benefits offered to less than full-time workers  Wages paid to employees during a leave  Hiring a replacement worker during a leave	<ul> <li>Private consultants</li> <li>US Department of Labor</li> <li>Human resources and benefits firms</li> </ul>
Financial Support  • Dependent Care Assistance Programs (DCAP)  • Voucher or Reimbursement System  • Purchase of Space/Discount Program	These options offer employees direct financial support, discounted fees, or pre-tax savings to reduce the cost of child care.	<ul> <li>Provides a potential tax advantage for employer and employee (DCAP)</li> <li>Utilizes existing community child care resources</li> <li>Can be used by a wide range of employees at different sites and different salary levels</li> </ul>	<ul> <li>Cost and record keeping can be significant</li> <li>Only directly impacts the cost of care; not a solution for low supply or poor quality</li> </ul>	Will vary depending on type of program chosen	<ul><li>Legal consultants</li><li>Tax advisors</li><li>Benefits consultants</li></ul>
Creating and Supporting Child Care Services  On-Site/Near-Site Child Care Centers  Improving Child Care in the Community Partnerships	These options offer the opportunity to improve or expand child care through direct provision of child care services or investment in existing community programs.	<ul> <li>Can address specific needs and/or shortages in the community</li> <li>Builds community resources for families and positive PR for the company</li> <li>Can be a very effective recruitment tool</li> <li>Can cut absenteeism and improve morale and productivity</li> <li>Can adapt hours and programs to meet specific workforce needs</li> </ul>	<ul> <li>Initial start-up costs can be significant</li> <li>May require a long-term financial commitment</li> <li>Demand may fluctuate or be difficult to predict</li> </ul>	Will vary depending on type of program chosen and/or level of investment	<ul> <li>Local CCR&amp;R agency</li> <li>University Outreach and Extension</li> <li>United Way</li> <li>Private consultants</li> <li>Other community experts</li> </ul>







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