



Child Care Subsidy – change of circumstance

What is a change of circumstance?

Families are responsible for updating their information in relation to any change in their circumstances that will potentially affect their eligibility or entitlement to Child Care Subsidy or Additional Child Care Subsidy.

Circumstances which may affect a family's eligibility to Child Care Subsidy or Additional Child Care Subsidy for a session of care, include:

- the child's immunisation status
- the parent/ carer's and their partner's, residency status
- the parent/ carer's and their partner's liability to pay for a session of care under the Complying Written Arrangement
- time spent outside of Australia.

Circumstances which may affect a family's entitlement to Child Care Subsidy or Additional Child Care Subsidy for a session of care, include a change to:

- the parent/ carer's and their partner's activity (either increase or decrease)
- the parent/ carer's and their partner's income (either increase or decrease)
- care arrangements
- relationship status.

Notifying a change in circumstances may vary a family's entitlement, which will be applied from the earliest possible date.

When and why to notify about change of circumstances?

Families are required to let Centrelink know as soon as possible if their circumstances change as it may affect their eligibility and/or entitlement for Child Care Subsidy and Additional Child Care Subsidy. For example, if a family does not notify Centrelink of changes to their annual income, the amount of subsidy

they receive will be based on outdated information. This may result in a family receiving more Child Care Subsidy than they were entitled to, meaning they will have a debt to repay.

An amount of five per cent will be withheld from each Child Care Subsidy payment made to Child care providers on behalf of families. This will help reduce the likelihood of having a debt at the end of the financial year. However the withholding amount may not cover the full amount of debt if a family fails to notify Centrelink of a change of circumstance.

There is no withholding on Additional Child Care Subsidy payments and families may be liable for debts where they have failed to notify Centrelink of changes to their circumstances that affect their eligibility for the Additional Child Care Subsidy.

This is why it is important for families to notify Centrelink of any changes to their circumstances.

How to notify about change of circumstances?

Individuals can notify any change of circumstances in the following ways:

- via [myGov](#) and accessing their Centrelink online account or through the Express Plus Centrelink mobile app
- in person at a Centrelink office.

Where can I get further information on the Child Care Package?

Department of Education, Skills and Employment Child Care Package: dese.gov.au/ecc

Services Australia Child Care Subsidy: servicesaustralia.gov.au/childcaresubsidy