



TSUUT'INA HEALTH AND WELLNESS SERVICES



Diganáats'idinidali

PHONE: 403.251.7575. FAX: 403-251-1627

72 BULLHEAD RD TSUUT'INA, AB T3T 0A6

MEMORANDUM

TO: Tsuut'ina Nation Citizens & Residents

FROM: Tsuut'ina Health & Wellness Services

DATE: May 5th, 2026

RE: Daycare Reimbursement Program Extension & Submission Requirements

Dzinisi guja,

Tsuut'ina Health & Wellness Services is pleased to announce that the Daycare Reimbursement Program has been extended until March 2027 to continue supporting Nation families with childcare costs.

To be eligible for this initiative, the following criteria must be met:

- The child must be a registered Tsuut'ina Nation member
- The child must be attending a licensed daycare facility or licensed day home located off-reserve

Each parent is eligible to receive a maximum reimbursement of \$250.00 per child, per month to help offset daycare expenses. If monthly daycare fees exceed \$250.00, the maximum reimbursement of \$250.00 will be issued. If fees are less than \$250.00, reimbursement will reflect the exact amount paid for that month.

Please note that this program is intended to support childcare costs and does not cover full daycare fees. Reimbursements are subject to available program funding.



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To complete your submission, the following documentation is required:

1. A letter from the daycare provider, including:

- Parent/Guardian's full name
- Child's full name
- Start and end dates of care
- Monthly daycare fees
- A clear breakdown of each month's cost
- Confirmation that the daycare facility or day home is licensed
- The total number of children currently registered at the facility
- Each child must have their own individual registration/payment letter for proper documentation and processing

2. Proof of payment (receipt or daycare confirmation letter)

3. Completion of a Tsuut'ina Health & Wellness Release of Information Form

- Required to authorize sharing of information with the Tsuut'ina Finance Department for processing purposes

4. Completion of a Cheque Requisition Form

- Must be signed in person unless you are located outside of the city

5. Completion of an Acknowledgment Form

Please note the following processing timelines and program requirements:

- All required documents must be submitted by the 10th of each month
- Reimbursements will be processed and issued on the 30th of each month
- Families must not be receiving other funding supports for the same childcare costs (e.g., post-secondary support or Child & Family Services assistance)
- All forms must be completed in full to avoid delays in processing

Please submit all required documentation to Office Manager, Carmelita Manywounds via email at Carmelita.manywounds@tsuutina.com

If you have any questions or require assistance with the process, please do not hesitate to reach out.

Respectfully,

Garett Simeon

Wellness Team Lead

Tsuut'ina Health & Wellness Services