

## Recovering Child Day Care Service User Financial Support Program

### 1. Overview of Recovering Child Day Care Service User Financial Support Program

Under this program, Hiroshima University provides financial support for its faculty and staff using a facility with a nursery room for recovering children or the like for their children up to six years old (until the first March 31 after their sixth birthday) recovering from illness or injury, when it is difficult for them to be cared for in a group.

### 2. Eligible Applicants

Hiroshima University's faculty and staff whose children are attending an on- or off-campus child day care center or whose children cannot be cared for at home due to reasons, such as attending work or caring for ailing family members

### 3. Program Description

As financial support, the University provides two-thirds of the amount of a recovering child day care service fee paid to the facility by the applicant (fractions smaller than 10 yen to be omitted) or 1,000 yen, whichever is lower.

### 4. Eligibility Period for Financial Support

October 1, 2016 - March 31, 2017

### 5. Maximum Number of Times (Days) Financial Support is Provided

Up to 8 times (days) per child during the eligibility period

### 6. Flow Chart of Recovering Child Day Care Service User Financial Support Program

#### ① Use a day care facility for recovering children.

The applicant makes all necessary arrangements directly with the recovering child day care facility to use its service, including registering himself/herself as a user and making reservations and paying for the service.

#### ② Obtain documents that prove that the applicant has used the recovering child day care facility.

The applicant requests the day care facility to issue documents that prove he/she has used its recovering child day care service and that identifies the name of the child cared for in the facility.

- Receipts issued by the recovering child day care facility that show the name of the child cared for in the facility

- \* If the receipts can neither prove that the applicant has used the recovering child day care service nor identifies the name of the child cared for in the facility, the applicant must obtain other documents that include such information.

#### ③ Request for payment of financial support

The applicant submits a Request for Payment of Financial Support for Recovering Child Day

Care Service Fees (an Application for Financial Support for Recovering Child Day Care Service User is also required at the time of the first payment request) with other required documents for all services used during each month to the Gender Equality Promotion Office via on-campus mail by the 5th of the following month.

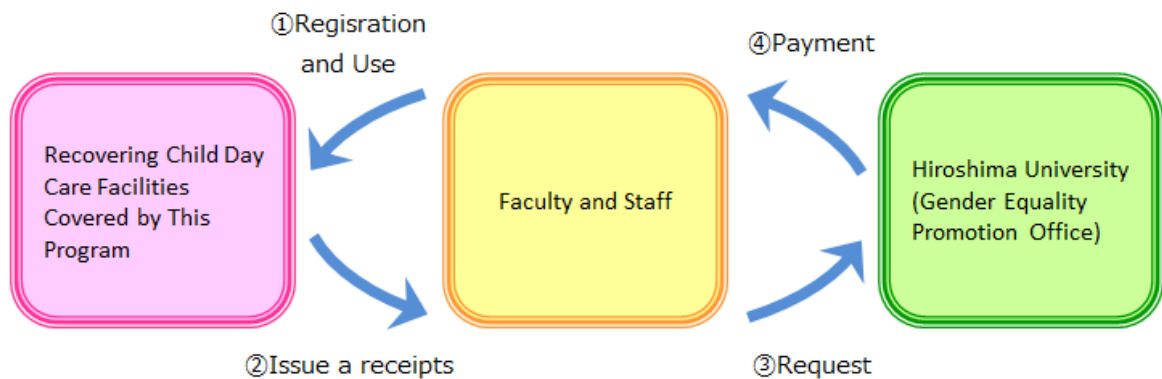
**【 Required Documents 】**

- (1) Receipts (original)
- (2) Documents that prove the applicant has used the recovering child day care service and identifies the name of the child cared for  
(Not required if the receipts include such information.)

\* Those who part-time (including clinical staff), the document (1) or (2), please describe the effect that the day was a working day at the university.

④ Payment of financial support

The University checks the details of the applicant's request and pays an appropriate amount into the applicant's registered financial institution account based on the Request for Payment of Financial Support for Recovering Child Day Care Service Fees.



7. Facilities Covered by this Program (see the following lists attached)

- Members of National Association of Sick Child Day Care Facilities in Hiroshima Prefecture
- Facilities that provide service under recovering child day care programs offered by municipalities in Hiroshima Prefecture
- Recovering child day care facilities that can be used with the approval of the Executive (Financial and General Affairs) upon application