



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON
4551 LLEWELLYN AVENUE, SUITE 5000
FORT GEORGE G. MEADE, MD 20755-5000

IMME-MWC

MEMORANDUM FOR Child and Youth Services Patrons

SUBJECT: Mission Essential Child Care Memo (COVID-19) **(Spring/Summer 2020)**

1. Child and Youth Services (CYS) has implemented several new health protocols and precautions due to COVID-19 that will greatly diminish the total number of child care spaces available to its current patrons. We will prioritize which patrons receive care once we reopen based on the Department of Defense Child Care Programs Priority:

- 1) Children of Direct Care CYS Staff
- 2) Single/Dual Military
- 3) Active Duty with a Working Spouse
- 4) Single/Dual DOD Civilians
- 5) DoD Civilian with a Working Spouse

- a. Patrons must have their supervisor/commander complete the attached form and return to CYS for review.
- b. For Phase One of the reopening plan only patrons whose commander/supervisor **(O-6 commander or GS-15 equivalent)** has designated them as Mission Essential **and** are in priority category 1 or 2 will be considered. Priority 3-5 will be considered in phase 2 and 3 and only as space allows.

b. Upon receipt of completed forms CYS staff will verify status with the commander/supervisor.

c. Exception to the policy may be requested through the CYS Division Chief to the Garrison Commander.

2. All patrons requesting care must complete the attached form as only these newly updated forms will be accepted.

3. For additional information please email us at usarmy.meade.imcom-fmwrc.mbx.dfmwr-community-outreach@mail.mil or call (301) 677-1149.

Encl

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Division Chief, Child and Youth Services