

## DSS Office Locations

### NEW CASTLE COUNTY

#### **Claymont State Service Center**

3301 Green Street, Claymont 19703  
Phone: (302) 798-4093 Fax: (302) 792-6501

#### **Northeast State Service Center**

1624 Jessup Street, Wilmington 19802  
Phone: (302) 552-3530 Fax: (302) 577-3805

#### **Porter State Service Center**

509 W. 8<sup>th</sup> Street, Wilmington 19801  
Phone: (302) 777-2830 Fax: (302) 777-2831

#### **Canby Park Office**

1920 Maryland Ave., Wilmington 19805  
Phone: (302) 498-5500 Fax: (302) 498-5501

#### **DeLaWarr State Service Center**

500 Rogers Road, New Castle 19720  
Phone: (302) 577-3814 Fax: (302) 622-4521

#### **Churchman's Corporate Center**

84 Christiana Rd., Ste. B, New Castle 19720  
Phone: (302) 395-6740 Fax: (302) 395-6777

#### **Hudson State Service Center**

501 Ogletown Road, Newark 19711  
Phone: (302) 453-2800 Fax: (302) 453-2853

#### **Robscott Building**

153 E. Chestnut Hill Road, Flr. 2A, Newark 19713  
Phone: (302) 451-3680 Fax: (302) 453-2855

#### **Appoquinimink State Service Center**

122 Silver Lake Road, Middletown 19709  
Phone: (302) 696-3150 Fax: (302) 696-3121

### KENT COUNTY

#### **Smyrna State Service Center**

200 S. DuPont Blvd., Suite 101, Smyrna 19977  
Phone: (302) 514-4530 Fax: (302) 514-4531

#### **Williams State Service Center**

805 River Road, Dover 19901  
Phone: (302) 857-5020 Fax: (302) 857-5021

#### **Blue Hen Corporate Center**

655 South Bay Rd., Suite 6A, Dover 19901  
Phone: (302) 672-9500 Fax: (302) 672-9501

#### **Milford Annex**

13 S.W. Front Street, Suite 105, Milford 19963  
Phone: (302) 424-7250 Fax: (302) 424-2792

### SUSSEX COUNTY

#### **T. Adams State Service Center**

546 S. Bedford Street, Georgetown 19947  
Phone: (302) 515-3080 Fax: (302) 515-3081

#### **Shipley State Service Center**

350 Virginia Avenue, Seaford 19973  
Phone: (302) 628-2011 Fax: (302) 628-2027

#### **Bridgeville State Service Center**

400 Mill Street, Bridgeville 19933  
Phone: (302) 337-8261 Fax: (302) 337-3204

#### **Laurel State Service Center**

31039 N. Poplar Street, Laurel 19956  
Phone: (302) 875-2280 Fax: (302) 875-4960

#### **Pyle State Service Center**

34314 Pyle Center Road, Unit 1, Frankford 19945  
Phone: (302) 732-9504 Fax: (302) 732-6490

### OTHER IMPORTANT PHONE NUMBERS

#### **DSS Customer Relations**

1-866-843-7212 – option 1

#### **DSS Change Report Center**

1-866-843-7212 – option 2

**Apply online at Delaware *ASS/ST*:**  
**<https://assist.dhss.delaware.gov>**



Scan to visit the Division of Social Services website

**<http://www.dhss.delaware.gov/dss/>**

***Delaware Help Line***  
**1-800-464-4357 or 2-1-1**



**DELAWARE HEALTH AND SOCIAL SERVICES**  
**DIVISION OF SOCIAL SERVICES**

## **PURCHASE OF CARE**

### **CHILD CARE SUBSIDY PROGRAM**



The Purchase of Care program provides support to eligible families seeking child care assistance.

By removing child care as a barrier to employment and health, we hope to promote independence and to help Delaware citizens to overcome poverty and prosper.

You can apply for Child Care benefits at your local Division of Social Services (DSS) office or apply online at: **<https://assist.dhss.delaware.gov>**

The purpose of Delaware's Purchase of Care program is to provide financial support to Delaware families who need assistance paying for child care.



## Child Care Eligibility

DSS determines eligibility for the Purchase of Care program based on a family's income and need for service. DSS will pay all or part of the child care expense for eligible families.

Your monthly gross income determines your eligibility and if you must pay a portion of your child care expenses.

The Purchase of Care program is available to families who have a gross income equal to or less than 200% of the Federal Poverty Level and a documented need for child care services.

The current income limits for DSS benefit programs can be found online at:  
<http://dhss.delaware.gov/dhss/dss/fpl.html>



## DSS Child Care options include:

- Licensed child care providers
- Preschools
- After-school care programs
- Summer camps

If you need help finding child care, please call Children and Families First at 1-800-734-2388 or visit <http://www.cffde.org/accesscare>.



**Delaware Stars for Early Success** is Delaware's Quality Rating and Improvement System (QRIS) administered by the Delaware Department of Education. Delaware Stars assesses, improves, and communicates the level of quality in early care and education and school-age settings. The goal of Delaware Stars is to invest in participating programs to increase access to high quality care for all of Delaware's children, especially those from low-income families. Find more information about Delaware Stars at:  
<http://www.delawarestars.udel.edu/>.

## Types of DSS Child Care assistance:

- Purchase of Care (POC)
- Purchase of Care Plus (POC Plus)
- Self-Arranged Care
- Relative Care

## How to Apply:

You may apply at a local DSS office, online through *ASSIST*, through the mail, or by fax.

You must be interviewed by a DSS Case Worker before you can qualify for Purchase of Care.

## You may need to provide one or more of the following documents:

- ✓ Proof of earned and unearned income for the past 30 days (4 pay stubs if paid weekly / 2 pay stubs if paid bi-weekly)
- ✓ Proof of employment
- ✓ Proof that you are in school or training
- ✓ Proof of work/school/training schedule
- ✓ Proof of medical necessity

