

Reiwa 9 (2027) Guide to the Use of Childcare Facilities and Services (Summary Version)

Disclaimer: All official notices and information from the City of Osaka are provided in Japanese. This document has been simplified and translated from the City of Osaka's official Japanese-language guide, provided for reference only. In the event of any discrepancy, the Japanese original shall take precedence.

1. Overview

- If a parent/guardian is unable to care for their pre-school child at home due to employment, illness, or other circumstances, the parent/guardian may apply to their respective municipality and enroll their child in a licensed childcare facility or licensed childcare service (hereinafter referred to as “Childcare Facilities and Services”).
- Childcare Facilities and Services include Nursery Centers, Certified Centers for Early Childhood Education and Care (ECEC), and Community-based Childcare Services.
- A Type 2 or Type 3 Certification for Education and Childcare Benefits is required for enrollment (hereinafter referred to as “Certification” (認定, *nintei*)).
- If you are a resident of Osaka City and wish to newly enroll in Childcare Facilities and Services, you must simultaneously submit a Certification application (認定申請, *nintei shinsei*) and an Admission Screening application (利用調整, *riyou chousei*), to the Health and Welfare Center of your registered ward.

2. About Certification (認定, *nintei*)

- The Certification (Type 2 or Type 3) will be granted if it is difficult for both parents/guardians to take care of their child for any of the reasons below.
 - (1) Employment (就労, *shuurou*): Parent/guardian regularly works 48 hours or more per month
 - (2) Pregnancy/Childbirth (妊娠・出産, *ninshin/shussan*): Parent/guardian is pregnant or has recently given birth (within 8 weeks before and after childbirth, and within 14 weeks before childbirth in the case of multiple pregnancies)
 - (3) Illness/Disability (疾病・障がい, *shippei/shougai*): Parent/guardian has an illness, has sustained an injury, or has a mental or physical disability
 - (4) Caregiving/Nursing (介護・看護, *kaigo/kango*): Parent/guardian constantly provides caregiving or nursing to a relative living in the same household (including relatives hospitalized for long periods, etc.)
 - (5) Disaster Recovery (災害復旧, *saigai fukkyuu*): Cases where the parent/guardian is engaged in Disaster Recovery following an earthquake, storm or flood damage, fire, or other disaster
 - (6) Seeking Employment (求職活動, *kyuushoku katsudou*): Parent/guardian is continuously occupied with seeking employment (including preparation to start a business)
 - (7) School Attendance (就学, *shuugaku*): Parent/guardian is occupied with attending school.
 - (8) Other (その他, *sonota*): Director of the ward Health and Welfare Center recognizes that childcare services are necessary because of reasons not listed above.

- Note: The Certification has an expiration date. After the certification expires, you will not be able to utilize Childcare Facilities and Services. If you wish to continue utilizing them, you must complete the necessary procedures.

Example 1) Pregnancy/Childbirth (2): The certification is valid until the last day of the month that contains the day immediately following the day on which 8 weeks have elapsed since childbirth.

Example 2) Seeking Employment (6): The certification is valid until the last day of the month in which the day on which 90 days have elapsed from the start date of the period of validity falls.

- We will assess your childcare needs at the same time as screening your Type 2 or Type 3 Certifications. Under Standard Childcare Hours (hoiku hyoujun jikan), you can use Childcare Facilities and Services for up to 11 hours per day, and under Part-time Childcare (hoiku tanjikan), for up to 8 hours per day. However, utilization of facilities/services is limited to the hours you cannot care for your child yourself, such as during work or commuting time. If you utilize the facilities/services beyond the certified hours, it will be considered as Extended Childcare, and a separate Extended Childcare Fee will be required.

3. About Admission Screening (利用調整, riyou chousei)

- Each Ward Health and Welfare Center conducts Admission Screenings for certified individuals such that children with higher needs for enrollment may enroll with priority. If the number of applications exceeds the number of available placements, the Center will assign points based on the "Admission Screening Criteria" and will determine enrollments starting with the household with the highest points.
- Childcare policies and initiatives vary among Childcare Facilities and Services. We strongly recommend that you make sure to visit the facility in person, together with your child, in advance of submitting your application. Furthermore, you must also check in person the facility's days and hours of operation, as well as any fees collected by the Childcare Facility or Service (for daily necessities, stationery, etc.).
- If a given facility cannot guarantee it is sufficiently capable of providing safe childcare, enrollment in its services may become suspended.
- If you are unable to enroll in your desired Childcare Facility or Service, you will be sent an Admission Waitlist Notice (入所保留通知書, *nyuusho horyuu tsuuchisho*) and you will remain in the Admission Screening applicant pool from the next calendar month until the end of the fiscal year (re-application not necessary). However, you will have to re-apply for the next fiscal year. Please report if you would like to change your desired facility or service.

4. Documents and Procedures Required for Application

- You must submit the application documents to the Childcare Section of the Health and Welfare Center of the ward where you are registered as a resident. You must bring one set of documents per child for which you are applying.
- In order to confirm the parent/guardian's circumstances and the condition of the child being applied for, an interview will be conducted by ward Health and Welfare Center staff at the time of application submission. Since the interview will be conducted during the same visit as the application submission, you must come to the reception together with the child being applied for.
- Creating or altering your documents/credentials by yourself without the authorization of the original issuer (e.g. your employer or doctor) is prohibited and may constitute a crime.

We recommend that you make a photocopy of your application documents. Persons considering an extension of Childcare Leave Benefits will be requested by Hello Work (Public Employment Security Office) to submit a copy of all pages of the application documents.

◇ About the Documents to Be Submitted

The documents include both documents that are required for all applicants, as well as documents only required for those applying for childcare for specific reasons.

Note: For details, please check the official guide (pages 5–7 and page 26 of the booklet).

Note: Please note that application forms must be filled out in Japanese. If any certificate documents are in a foreign language, a Japanese translation must be attached.

All Applicants must submit the following:

Document (English)	Japanese name
Application for (New or Updated) Type Certification for Education and Childcare Benefits and Childcare Facility/Service Admission Screening Request	子どものための教育・保育給付保育認定（変更）申請書兼保育施設・事業利用調整申込書
Admission Screening Questionnaire (Parts 1 and 2)	利用調整調査票（その１・２）
Consent and Acknowledgment Form	同意書及び確認書
☐ My Number Declaration Form + Identity Verification Documents (e.g. a copy of your My Number Card, etc.)	個人番号記載用紙＋本人確認書類（マイナンバーカードの写し等）

In addition to the documents above, submit one of the following based on your reason for needing childcare:

Reason	Document (English)	Japanese name
Employment (1)	Certificate of Employment (Certification Form No. 1)	就労証明書（証明様式①）
Illness or Disability of the Parent/Guardian, etc. (3)	Declaration of Illness or Disability Status (Certification Form No. 2)	疾病・障がい状況申告書（証明様式②）
Caregiving or Nursing Care (4)	Declaration of Caregiving or Nursing Care Status (Certification Form No. 2)	介護・看護状況申告書（証明様式②）
School Attendance (7) or Seeking Employment (6)	Certificate of School Attendance / Employment Search Status Report (Certification Form No. 3)	就学等証明書・求職活動状況申告書（証明様式③）

Note: In addition to these, additional documents may be required depending on the household's circumstances (e.g. currently seeking employment, working away from home alone, residing outside the city, having a disability, etc.).

Note: In addition to the above, if special consideration is needed for the child being applied for, the following documents may also be required depending on the circumstances:

Child's Condition	Required Document
Illness under treatment or observation, requiring continuous hospital visits for the same illness at least once a year	"Diagnosis Certificate for the Applicant Child" (対象児童用診断書) prepared by a physician
Developmental disability	A diagnosis certificate
Disability with a disability certificate (手帳) issued, or receiving day-service attendance benefits, etc.	A copy of that document

Note: If Medical Care Needs are required, you must be sure to inform the Center of this at the time of the interview.

5. Application Schedule (For Enrollment in April, Reiwa 9 (2027))

Procedure	Schedule (Planned)
Distribution of application forms	From Friday, September 4, Reiwa 8 (2026)
Start of online reservations for application reception (First Screening only)	From 9:00 a.m., Wednesday, September 9, Reiwa 8 (2026)
【First Screening】 Submission period	From Thursday, October 1, Reiwa 8 (2026) to Thursday, October 15, Reiwa 8 (2026)
Deadline for changing desired facility / submitting missing documents	Monday, November 16, Reiwa 8 (2026)
【First Screening】 Sending of result notifications	Sent Monday, January 25, Reiwa 9 (2027); arriving from Wednesday the 27th onward
【Second Screening】 Submission period	From Friday, January 8, Reiwa 9 (2027) to Friday, February 5, Reiwa 9 (2027)
【Second Screening】 Sending of result notifications	Sent Friday, February 26, Reiwa 9 (2027); arriving from Tuesday, March 2 onward
Start of Enrollment	April 1, Reiwa 9 (2027)

Note: If enrolling partway through the fiscal year, you must apply by the 5th of the month before the month in which you wish to start utilizing the facilities/services (or by the next day the office is open, if the 5th falls on a day the office is closed).

6. Other Information

- Since September 2026 (Reiwa 8), City of Osaka has waived childcare fees for children aged 0 to 2 using Childcare Facilities and Services (as a result, childcare fees are now free for all enrolled children). However, under the national system, it is still necessary to determine the Out-of-pocket Contribution Bracket based on the amount of Municipal Resident Tax paid by the parent/guardian, etc., and, for children aged 3 to 5, the same tax amount is also used to determine whether the parent/guardian must pay the Supplementary Food Expense (we ask you to declare your income for these purposes). In addition, if households are tied with the same score, they are compared using the tie-break criteria table. Within that comparison, a household that has not declared its income will be ranked lower on the income-declaration criterion.
- If you wish to withdraw your application or decline a preliminary offer of enrollment, you must

promptly notify the Childcare Section of your ward Health and Welfare Center. If you decline a preliminary offer without a valid reason, points will be deducted from your score in the next Admission Screening.

- Even if you receive a preliminary offer of enrollment, enrollment may not be possible depending on the results of a pre-enrollment health checkup, etc.
- Persons who have a preliminary job offer must begin their employment within the first month of enrollment, and must submit a “Certificate of Employment” (就労証明書, *shuurou shoumeisho*) by the end of the following month. Persons on Childcare Leave must return to work within the first month of enrollment and must submit a “Certificate of Returning to Work” (復職証明書, *fukushoku shoumeisho*) by the end of the following month. If the certificate is not submitted, the enrollment approval may be revoked.
- If the parent/guardian takes Childcare Leave again after the child has begun using a Childcare Facility or Service, in principle, that child cannot continue utilizing the facility or service.
- If there is a change in household circumstances after certification (address/name, amount of Municipal Resident Tax, starting or leaving employment, taking Childcare Leave, etc.), you must notify the Childcare Section of your ward Health and Welfare Center. In principle, submission of a “Certification Status Change Application” (異動届兼支給認定変更申請書, *idou todoke ken shikyuu nintei henkou shinseisho*) is required.
- If you no longer fall under a reason for needing childcare, the Certification may be revoked.
- If you do not utilize the service for a long period (approximately one month or more) without notice or a special reason, the eligibility approval may be revoked (resulting in your withdrawal from the facility), even during the effective period of the certification.
- A transfer to another facility without unavoidable circumstances will result in the score being halved (once a preliminary offer has been made, you cannot return to the original facility).
- If you move out of Osaka City while using a Childcare Facility or Service, you must obtain a new certification in the municipality to which you are moving. You must complete the necessary procedures in advance.

7. Where to Apply and Reference Links

- *Note: Official notices and information from the City of Osaka are provided in Japanese; however, you may also use private machine translation apps or browser services to check the content of the City of Osaka website or to translate what is needed to fill out application forms. However, because such translation is machine-generated, it may differ from the original content. Please use it for reference purposes only.*

- **A list of contact information for each ward Health and Welfare Center (Childcare Section)** is available [here](https://www.city.osaka.lg.jp/fukushi/page/0000371237.html).

<https://www.city.osaka.lg.jp/fukushi/page/0000371237.html>



- The Japanese-language guidance, “**Reiwa 9 (2027) Guide to the Use of Childcare Facilities and Services**” is available here.

<https://www.city.osaka.lg.jp/kodomo/page/0000682656.html#001>



- **Online reservations for First Screening applications** are available here.

<https://lgpos.task-asp.net/cu/271004/ea/residents/procedures/apply/946fb4bf-147c-48ea-8166-c3475634abae/start>



- **Information on available openings at Childcare Facilities and Services Other Than Those Accepting New Enrollments in April** is available here.

<https://www.city.osaka.lg.jp/kodomo/page/0000293428.html>



- **Video guidance** is available here. (This reflects the content as of the time of creation; it may be subject to change.)

<https://www.city.osaka.lg.jp/kodomo/page/0000683547.html>

