

CCIDS_Help_Desk - Provider E-blast Sent 10 03 12

From: CCIDS_Help_Desk
To: CCIDS_Help_Desk
Date: 10/4/2012 8:10 AM
Subject: Provider E-blast Sent 10 03 12

Dear Child Care Provider,

Special Payment - Adjustment for School Age Rate Error

Changes were recently made to the State CCIDS System to ensure children beginning Kindergarten this year received the School Age rate effective the first day of school. In some cases, the School Age rate was paid to providers before a child's Kindergarten start date. In these instances, providers received the Summer School Age rate instead of the Pre-School rate for the 8/12/12 and/or the 8/19/12 payment week, which caused an underpayment.

The State will correct these underpayments by issuing special payment s, which will be processed the week of October 1, 2012.

These payments will be viewable in the Provider Portal but not in the PWeb. As always, you will need your 6-digit User ID number and your password to access the Provider Portal. Once on the main Portal page, you can access the Payment Detail Report to see the special payment. If you are receiving an adjustment to both the 8/12 and 8/19 weeks, you will see them on the Detail report as separate line items, however the total of both lines items will be the amount of the direct deposit to you.

If you have forgotten your password, click on "Forgot password" and the system will send a temporary password to your email, which you can use to access the Portal. Once in the Portal, you will be able to change your password.