

# CCIDS Child Care Information Data System

## CCIDS Information Sheet For ODJFS and ODE Licensed Providers and ACA Camps Registered with ODJFS

CCIDS is a statewide automated child care system that includes three modules: Eligibility and Authorization (EA), Centralized Payments (CP), and Ohio Electronic Child Care (ECC). The EA module assists county departments of job and family services (CDJFS) with determining a family's eligibility to receive publicly funded child care services (PFCC). The EA module also authorizes an eligible child to a provider and generates notices to families and providers regarding eligibility and authorization. The CP module issues payment using electronic funds transfer (direct deposit) from the Ohio Department of Job and Family Services (ODJFS) to eligible providers for the provision of PFCC services. The Ohio ECC module uses a swipe card system that tracks the time and attendance of children in care through a card reading machine called a point of service (POS) device. Ohio ECC also provides various reports for providers including payment history and attendance data using a provider website (PWeb).

### How can I get paid for serving children who qualify for publicly funded child care?

1. Become a licensed provider through ODJFS or ODE, or be an ACA accredited camp that is registered with ODJFS.
2. Contact the CCIDS Help Desk to get your user ID, or wait for the mailing that will be sent to the address provided to the ODJFS licensing office.
3. Complete and submit a provider agreement using the CCIDS Provider Portal.
4. Have eligible children authorized to your program by the CDJFS.
5. Complete the "ACS Ohio ECC Provider Equipment Agreement" to request installation of POS device.

### What is the CCIDS Provider Portal?

The CCIDS Provider Portal is a Web application that eligible providers must use to complete a provider agreement with ODJFS, as well as a rate form and a bank form. The purpose of the provider agreement is to allow ODJFS to issue payment to providers for serving eligible children. **A provider will be paid only for services provided on or after the date the agreement is submitted. A provider cannot be paid for services rendered prior to submitting the provider agreement.**

### How do I get my user ID so that I can use the CCIDS Provider Portal?

The day after ODJFS enters a newly licensed provider into the licensing system, a user ID is created. The CCIDS Business Unit will send you the user ID and CCIDS Provider Portal instructions. New providers can call the CCIDS Help Desk at 1-877-302-2347 to get their user ID. The user ID is available the day after the provider is entered into the system.

### What is the "ACS Ohio ECC Provider Equipment Agreement"?

The "ACS Ohio ECC Provider Equipment Agreement" is a contract between the provider and Affiliated Computer Services (ACS), the vendor contracted with ODJFS, to provide the POS device to all providers with authorizations. Contact ACS at 1-866-217-1076 for more information on the "ACS Ohio ECC Provider Equipment Agreement" and the POS device.

### Where can I get more information? Who do I call for help?

The CCIDS Web page is located on the Child Care in Ohio Web site: <http://www.ifs.ohio.gov/cdc/childcare.stm>. Click on the CCIDS link. The CCIDS web page has CCIDS Provider Portal instructions, a link to the CCIDS Provider Portal, information related to Ohio ECC and additional communications. Contact the CCIDS Help Desk at [CCIDS\\_help\\_desk@jfs.ohio.gov](mailto:CCIDS_help_desk@jfs.ohio.gov) or 1-877-302-2347 for questions related to CCIDS. Questions related to licensing can be directed to the ODJFS Office of Families and Children (OFC) Help Desk at 1-866-886-3537, option 4.