



Department of
Job and Family Services

John R. Kasich, Governor
Cynthia C. Dungey, Director

TO: Certified In-Home Aides
Border State Child Care Providers

FROM: Kara B. Wentz, Deputy Director
Office of Family Assistance

DATE: December 19, 2016

SUBJECT: Ohio Child Licensing and Quality System

Background

In October 2013, the Ohio Child Licensing and Quality System (OCLQS) web-based application was launched to provide system functionality to support Ohio's five-star quality rating and improvement system, Step Up To Quality (SUTQ). System changes are currently being made to OCLQS to enhance the SUTQ functionality and to support all child care licensing functions for child care centers, family child care (FCC) homes, and in-home aides. The Ohio Department of Job and Family Services (ODJFS) and the Ohio Department of Education (ODE) will roll out this enhanced system to providers in January 2017.

Programs will use the enhanced application for a variety of tasks, including to:

- Apply for certification
- Renew certification
- Submit Corrective Action Plans
- Review inspection reports

Accessing OCLQS

OCLQS will assign in-home aides and border state providers a new user ID, which will be the owner's email address on record with ODJFS. Log into the CCIDS Provider Portal and ensure that the email address and phone number on record are up-to-date. The CCIDS Provider Portal can be accessed at <http://jfs.ohio.gov/cdc/ccids.stm>. The email address and phone number will be transferred to OCLQS for all currently certified in-home aides and border state providers.

A temporary password, along with a validation link, will be sent to your email address once OCLQS goes live in early 2017. You will then be able to log into OCLQS and create an account.

Need Assistance?

Webinars and reference materials are being developed to assist you in learning the new system. For technical assistance, call the CCIDS Help Desk at (877) 302-2347, option 1. To sign up for a RSS feed for notification of provider communications issued by ODJFS, visit <http://www.odjfs.state.oh.us/ccupdates/>.

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