

## **Subject: CCIDS Provider E-Blast July 28, 2011**

### **Message From the Project Team**

The Ohio ECC pilot is about to begin! Listed below are some of the activities taking place to prepare for our go-live date of August 28th.

- Providers serving children authorized by Champaign, Logan, Marion, Ross and Union counties are receiving information about Ohio ECC.
- Providers are participating in an on line presentation called a webinar to learn more about the system.
- The point of service device installation appointments will be made with pilot providers and installation will take place within the next few weeks.
- Caretakers have received an informational postcard to notify them that their swipe card will be coming to them soon by mail. Specific instructions on how to use the card and a Frequently Asked Questions document will also be included in the mailing.
- County and state staff are being trained on the various system functions and being provided copies of materials that providers and caretakers are receiving.

ODJFS is very excited to roll this project out to the community!

### **Did you know...?**

When providers relocate, a new provider ID will be issued by the state or county agency; the provider then **MUST** submit a new provider agreement using their new provider number. Providers will only be paid for services provided on or after the day the Provider Agreement is submitted.

All Certified Type B, In Home Aide and Limited providers will be issued a system generated provider ID to replace their current provider ID assigned by the county. This effort is to discontinue the use of personal identifying information, such as a Social Security number, to identify a specific provider. These 3 provider types will be issued a new system generated provider ID the weekend of July 29, 2011. The new provider ID will be displayed above the Data Collections section on the secured Home Page on Monday, August 1, 2011. Providers can log into the CCIDS Provider Portal using the same user ID and password they used with their old county created provider ID. Providers do **NOT** need to submit a new Provider Agreement under their new system generated ID when this one time change takes place.

Providers licensed by ODJFS, day camps, ODE and out of state providers will not be issued a new system generated ID.

### **Centralized Payments (CP)**

To prepare for the roll out of Ohio ECC, a change to the processing of payments will occur. The payment cycle currently begins on Friday evening after close of business. The last time payments will begin cycling on Friday will be July 29, 2011.

On August 8, 2011 the payment cycle will begin each Monday night after close of business. Payments will be deposited within 5-7 business days from Monday instead of Friday. This means providers may see the deposits in their bank accounts a day later. When providers begin using the Ohio ECC system, this new payment cycle will continue however, providers will be paid weekly.

### **Provider Portal (PP)**

The Provider Agreement, Rate and Bank forms are changing on the Provider Portal on Friday night, July 29, 2011. You are not required to resubmit new forms. The information you previously entered will be displayed on the updated forms. You can log into the portal to view the new forms.

One significant change we want to bring to your attention is on the Rate form. Section B, which contained fees and other charges, will be removed from the rate form, per rule requirements. If providers have charges for non-traditional care, these charges must be included in their customary charges in section A of the new rate form. If you provide non-traditional care, you may need to review the rates you have submitted to ensure they are correct. Anytime a provider submits a change to their rates, that change is effective on the first upcoming Sunday. Please read the attached email, originally sent to you on July 1, 2011, for more information.

PLEASE NOTE: The CCIDS Provider Portal will not be available on Saturday, July 30, 2011 due to scheduled system maintenance. If you need to make changes to your rates, they must be made by Friday, July 29, 2011 in order to be effective on Sunday, July 31, 2011

### **Policy and Rule Changes**

#### *Category of Authorization versus Total Hours per Week*

Children authorized to a provider are currently limited to a specific number of hours a child can be in attendance based on the caretakers qualifying activities. Effective July 1, 2011, children are now assigned to a category or authorization. The possible authorization categories are detailed in rule 5101:2-16-30(A) of the Ohio Administrative Code which states:

“County departments of job and family services (CDJFS) shall determine eligibility for publicly funded child care benefits and shall authorize child care for periods that are reasonably related to the caretaker's hours of employment, education or training.

Authorizations shall be made for one of the following categories:

- (1) Hourly, which is up to 6.9 hours per week.
- (2) Part-time weekly, which is 7.0 to 24.9 hours per week.
- (3) Full-time weekly, which is 25.0 to 60.0 hours per week.
- (4) Full-time weekly plus, for hours greater than 60.0 as determined by the CDJFS.”

Notices sent to caretakers and providers will include the maximum number of hours per week that the child is authorized to attend care at a provider location.

### *Monthly and Weekly Co-Pay*

Caretakers on the Ohio ECC system (children authorized by Champaign, Logan, Marion, Ross or Union counties) will be assigned a weekly co-pay amount instead of the monthly co-pay amount. Providers can choose to establish new business practices to collect the co-payment weekly or continue their current business practices. If a child is not authorized by one of the pilot counties, they will continue to have a monthly co-payment assigned until Ohio ECC is implemented in their county. The weekly and monthly co-payment amounts will be printed on the notices sent to caretakers and providers.

### *School Age Notification*

A notice is being sent to any caretaker with a child in the age range of 4 to 7 ½ years old. The notice will instruct the caretaker to contact their county job and family services (JFS) agency to tell them if their child is not going to be in school in the fall. Providers are asked to notify any caretaker with children in this age range to contact their county JFS agency.

### **Important Dates for implementation of Ohio ECC**

August 28, 2011	Pilot county go-live for Champaign, Logan, Marion, Ross and Union
October 30, 2011	Hamilton county pilot go-live
October - December	Statewide provider webinars
January 1, 2012	Statewide go-live for remaining counties