EARLY CARE AND EDUCATION PROVIDER’S MEETING

December 2019
Agenda

- Communications
- Research and Evaluation
- VPK Readiness Rates
- School Readiness Program Assessments
- The Children’s Forum – Early Learning Career Center
- Contracts
- CCR&R Family Engagement
- Payments
COMMUNICATIONS
Board of Directors Meetings

- **Upcoming Board of Directors Meetings**
  - Monday, February 3, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
  - Monday, March 2, 2020/Key Largo, FL, Location TBD
  - Monday, April 6, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
  - Monday, June 1, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
  - Monday, August 3, 2020/Marathon, FL, Location TBD
  - Tuesday, September 8, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
  - Monday, October 5, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
  - Monday, December 7, 2020/David Lawrence Jr. Community Meeting Room 2555 Ponce de Leon Blvd, Suite 210, Coral Gables, FL 33134
New Address

Early Learning Coalition Headquarters
2555 Ponce de Leon Blvd.
Suite 210
Coral Gables, FL 33134

Early Learning Coalition Contracts Department
Central Services Center, United Way Campus
3250 SW Third Avenue
2nd Floor
Miami, FL 33129
2020 Hanging of the Hands

Each year during the Florida Legislative Session early childhood providers are requested to submit “hand art” to be hung in the Capital Rotunda in Tallahassee. It is a visual reminder to legislators and advocates that children are our “most precious” commodity and raise awareness about the issues that impact children and families.
If you would like to be part of this colorful visual reminder please send or drop-off your “hand art” at:

Early Learning Coalition Headquarters
2555 Ponce del Leon Blvd, Suite 210
Coral Gables
ATTN: Kerry Allen
DEADLINE: Friday, January 10, 2020 at 12:00 pm
or
2020 Hanging of the Hands

Drop off “hand art” between Monday thru Thursday
Submission deadline date is Thursday, January 9, 2020 at 12:00 pm

North Service Center
Golden Glades Office Park
1515 NW 167th Street, Suite 320
Miami Gardens, FL  33169
ATTN: Kerry Allen

or

Central Service Center
United Way Campus
3250 SW 3rd Avenue
Miami, FL  33129
ATTN: Kerry Allen
2020 Hanging of the Hands

Drop off “hand art” between Monday thru Thursday
Submission deadline date is Thursday, January 9, 2020 at 12:00 pm

or

South Service Center
The Centre at Cutler Bay Condominium
18951 SW 106th Avenue, Unit B-208
Miami, FL 33157
ATTN: Kerry Allen
Creating “Hand Art”

Artwork Instructions
We encourage you to decorate the hands with colorful artwork, stories and attach small pictures and/or posters. *(No larger than 11X14)*

- Artwork is the be stapled onto string or ribbon vertically. Please ensure the string is secure. *(Individual hands will not be accepted.)*
- String or ribbon must be in lengths of eight (8) to ten (10) feet.
Children’s Week 2020

- The ELC’s Children’s Week 2020 event is scheduled for Friday, January 17, 2020 at the Miami Children’s Museum.
- Friday, January 17, 2020 is “Free Third Friday” presented by Baptist Health South Florida.
- Event Times: 4:00 to 8:00 pm
- Community Partners (Miami Fire Rescue Department)
- One free book per child, crowns and program information
RESEARCH AND EVALUATION
WARM LINE, DEVELOPMENTAL SCREENINGS, INCLUSION AND CHILD ASSESSMENT
Anabel Espinosa, Ph.D, Director
Table of Contents

- Child Assessment Differential Rate
- Developmental Screening: Ages and Stages Questionnaire, Third Edition (ASQ-3)
- VPK- Specialized Instructional Services (VPK-SIS)
- Warm Line
- Best Practices in Inclusive Early Childhood Education (BPIECE)
Observation Based Child Assessment
Observation Based Child Assessment is Important!

- **Identify** the strengths and weaknesses within a program and information on how well the program meets the goals and needs of the children.

- **Identify** children who may need additional support and determine if there is a need for intervention or support services.

- **Provide** a record of growth in all developmental areas: cognitive, physical/motor, language, social-emotional, and approaches to learning.

- **Help** educators plan individualized instruction for a child or for a group of children that are at the same stage of development.


*Funded by NSF and Massachusetts Partnership for Early Education and Care*
**Program Assessment**

- **Conducted** by ELC Staff or Contractors
- **Assesses** the quality of teacher-child interactions
- **Conducted** once a year
- **Mandated and required** for continued SR contracting

**Child Assessment**

- **Administered** by Provider
- **Assesses** the developmental skills of children
- **Administered** three times a year
- **Voluntary and incentivized**
Coordinating Child Assessments: We are Working Together

The Provider:

- Completes and certifies roster monthly in the Quality Performance System on a monthly basis
- Obtains Certificates of Reliability (in OEL approved tool) for at least 75% of teaching roster and uploads to Quality Performance System
- Administers the OEL approved tool to all eligible children receiving School Readiness
- Enters child assessment data on all eligible children receiving school readiness using the OEL approved system/process

The Coalition:

- Reviews and certifies Reliability Certificates for OEL approved tool
- Reviews and approves data submission after each Assessment Period
- Provides Technical Assistance for accurate and complete data entry
- Pays Child Assessment Differential Rate within 60 days of the conclusion of Assessment Period.
Are You Interested in Bringing Child Assessment to Your Program?

Where Do I Start?

- Register in the Quality Performance System
  - [https://qps.floridaearlylearning.com/](https://qps.floridaearlylearning.com/)
- Select an OEL Approved Assessment Tool best fits for your program
- Check our Training Website for ELC sponsored trainings
  - [trainings@elcmdm.org](mailto:trainings@elcmdm.org)
- Contact Assessment Tool and ask about training opportunities
- Contact Us! [SRCA@elcmdm.org](mailto:SRCA@elcmdm.org)

OEL Approved Tools and Contact Information

- **TS Gold**
  - Help Desk: 1-866-736-5913
  - techsupport@teachingstrategies.com
- **ATI-Galileo**
  - Technical and Service Support: 1-866-457-8776
- **COR Advantage**:
  - [help@coradvantage.com](mailto:help@coradvantage.com)
  - (857) 600-1540 to configure your account
Developmental Screenings (ASQ-3)
1002.84 Early learning coalitions; school readiness powers and duties.—Each early learning coalition shall:

(5) Establish an age-appropriate screening, for children ages birth to 5 years, of each child’s development and an appropriate referral process for children with identified delays. Such screening shall not be a requirement of entry into the school readiness program and shall be only given with parental consent.
(1) (i) Collaborate with the respective early learning coalition to complete initial screening for each child, aged 6 weeks to kindergarten eligibility, within 45 days after the child’s first or subsequent enrollment, to identify a child who may need individualized supports.
Rule 6M-4.720: Screening of Children in the School Readiness Program

Initial screening. Each early learning coalition shall coordinate with parents or providers to complete initial screening for each child, aged six weeks to age of kindergarten eligibility. Children shall be screened no later than 45 calendar days after:

- 1. His or her first enrollment in the School Readiness program; or
- 2. Subsequent enrollment after being terminated or withdrawn from the School Readiness program.
Developmental Screenings. PROVIDER acknowledges that

is responsible for conducting developmental screenings for each child aged six weeks to kindergarten eligibility in accordance with Rule 6M-4.720, F.A.C. In accordance with s. 1002.88(1)(i), F.S., PROVIDER must collaborate with COALITION to complete initial screening for each child, aged six weeks to kindergarten eligibility, within forty-five (45) days after the child's first or subsequent enrollment, to identify a child who may need individualized supports. PROVIDER acknowledges that COALITION is responsible for initiating individualized supports, including but not limited to providing referrals, based on child screening results. PROVIDER and COALITION acknowledge that pursuant to s. 1002.84(5), F.S., screening shall not be a requirement of entry into the School Readiness Program and shall be only given with parental consent.

Subsequent Screenings. PROVIDER acknowledges that

is responsible

for subsequent screenings. Subsequent screening will be conducted at a minimum, annually in the month of the child’s birthday or at time of redetermination in accordance with Rule 6M-4.720, F.A.C
Termination for Cause.

a. Basis of Termination for Cause. PROVIDER agrees that COALITION has the right to terminate this Contract for cause at any time. The following are grounds for termination for cause: (a) Action, or lack of action, which threatens the health, safety or welfare of children or citation for a Class I violation by the Department of Children and Families or local licensing agency, as applicable (b) The material failure to comply with one or more of the terms of this Contract, including, but not limited to, failure to implement the Quality Improvement Plan, corrective action or comply with the terms of probation as described in paragraph 65 above; (c) The refusal to accept any notice described under this Contract which COALITION is required to send to PROVIDER; or (d) Reasonable or probable cause for COALITION to suspect that fraud has been committed by PROVIDER as described in paragraph 74.
Revised Compliance Campaign: New Reports

Automated Email
- 1-Day Past Due = Automated Request for Corrective Action Plan and Past Due Screening

Automated Email
- 10-Days Past Due = Corrective Action Plan and Compliance Required NOW

Targeted Email
- 10 > Past Due = Non Compliance with SR 20 OEL Provider Contract until all documentation is received *

*Consequences tied to Provider SR Payment are currently suspended
Preparing for Change

Current ASQ3 Compliance Campaign

- Automated email 2nd Sunday of the month
- 45-Day Grace Period
- Withholding payment*
- Retroactive release of payment once screening is complete*

Proposed Campaign

- Automated email 1-Day Past Due
- Immediate request for Corrective Action Plan (CAP) and complete screening
- Notification of Non Compliance 10-Day Past Due*
- Provider is in Non-Compliance until CAP and screening are complete and submitted*

*Consequences tied to Provider SR Payment are currently suspended
When should I complete a screening?

Initial: Within 45 of child’s enrollment in School Readiness

Annual: Due during the child’s birth month every year
“But, I've never seen this child!”
How to withdraw a child...(current process)

1. Absent from your program for 5 days or more
2. Begin Withdrawal-Transfer process
3. Downloadable documents on the Provider Portal
4. At Risk
**SCHOOL READINESS WITHDRAWAL REQUEST : FORM 2225**

### Student Transfer / Withdrawal Request

**Provider:** Send completed form to Transfers Department by fax (786-275-5180) or email [transfers@elcmdm.org](mailto:transfers@elcmdm.org)

#### STUDENT INFORMATION

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Date</th>
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</table>

#### PARENT INFORMATION

<table>
<thead>
<tr>
<th>Parent / Guardian Name</th>
<th>Email Address</th>
<th>Telephone Number</th>
</tr>
</thead>
</table>

#### YPK TRANSFER / WITHDRAWAL

<table>
<thead>
<tr>
<th>Current Program</th>
<th>Telephone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer</td>
<td>Withdrawal</td>
<td>Student Start Date</td>
</tr>
</tbody>
</table>

Reason for Transfer / Withdrawal:

Total Days in YPK Program:

Number of Hours per Day in YPK Program:

Total Hours Remaining:

Provider Completing Form:

New YPK Certificate will be emailed to the parent email provided. Please allow up to 5 business days for processing.

#### SCHOOL READINESS WITHDRAWAL (FOR SCHOOL READINESS TRANSFER USE FORM 2215)

<table>
<thead>
<tr>
<th>Current Program</th>
<th>Telephone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Start Date</td>
<td>Student End Date</td>
<td></td>
</tr>
</tbody>
</table>

Reason for Transfer / Withdrawal:

Children who are absent for more than five (5) days without any contact from the parent must be withdrawn by the provider.

<table>
<thead>
<tr>
<th>EEC Staff Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
SR Transfer Form: Form 2215

School Readiness Transfer Request

**Form 2215**

<table>
<thead>
<tr>
<th>Provider</th>
<th>Send completed form to Transfers Department by fax (786-275-5180) or email (<a href="mailto:transfers@ncmdm.org">transfers@ncmdm.org</a>).</th>
</tr>
</thead>
</table>

**FAMILY INFORMATION**

- **Father Name**
- **Last 4 digits of SSN**
- **Address**
- **City**
- **Zip**

- **Child(ren)’s Name**
  - **Last Name**
  - **First Name**
- **Last 4 digits of child’s SSN**
- **Date of Birth**
- **Gender**
- **Race**
- **Age**
- **Height**
- **Weight**
- **Case Type**
- **Weekly Parent Fee**

I have requested the parent(s) of the named child(ren) to be transferred to the provider listed on this form. I understand that the request can be approved if it is in the best interest of the child(ren) and if the child(ren) is not currently enrolled in school readiness funding.

**Parent Signature**

**CURRENT PROVIDER**

- **Name of School**
- **Telephone Number**
- **Email Address**
- **Provider ID AND Extension Code**
- **Address**
- **City**
- **Zip**
- **Date Authorization for Care**
- **Child’s Last Date of Service**
- **Parent Test**

**Provider’s Statement**

Provider statement: The child(ren) is(are) eligible for school readiness transfer. The child(ren) is(are) currently receiving services at this provider.

**Director or Authorized Representative Signature**

**PROVIDER THE CHILDREN IS/ARE TRANSFERRING TO**

- **Name of School**
- **Telephone Number**
- **Email Address**
- **Provider ID AND Extension Code**
- **Address**
- **City**
- **Zip**

**First Date of Service**

- **Type of Care**
  - **Full time**
  - **Part time**
  - **Both**
  - **After School**

By signing this form, I am certifying that the enrollment of the child(ren) into this center is required or the child(ren) is entering kindergarten or a similar program.

**Director or Authorized Representative Signature**

**IF A TRANSFER REQUEST IS NOT RECEIVED WITHIN TWO (2) WORKING DAYS OF THE CHILD’S ENROLLMENT, THE PROVIDER WILL ONLY BE REMINDED FOR TWO (2) WORKING DAYS FROM THE DATE RECEIVED.**

**PLEASE ALLOW UP TO 3 BUSINESS DAYS TO PROCESS TRANSFER REQUEST.**

*Form 2215 (July 2019)*
BG1 – AT RISK CHILD UNEXCUSED ABSENCE REPORT

The Rilya Wilson Act, F.S. 39.604
Children who are in the care of the state due to abuse, neglect or abandonment must participate in a licensed early education or child care program 5 days a week. If a child covered by this law is absent from the program on a day when he or she is supposed to be present, the person with whom the child resides must report the absence to the program by the end of the business day. Children who are subject to this law may not withdraw from the program without the prior written approval of the responsible agency. All absences shall be reported the following business day to the Family Safety Program Office of the Department of Children and Family Services or its designee (Our Kids, Inc.).

FAX THE COMPLETED FORM TO (305)-455-6210

To: __________________________________________
From: _________________________________________
      Director      Name of Center
      ____________________________
      ____________________________
      Center Phone            Center Fax
      ____________________________
      ____________________________

Date: ____________________________ Time: ____________________________ AM/PM

Child: __________________________________________

      LAST NAME, First name

      ____________________________
      MM/DD/YY

      ____________________________
      ID#: Social Security Number

The above child did not attend our program on MM/DD/YY

☐ The caregiver reported the absence on MM/DD/YY
   Time

☐ The caregiver did not report the absence, as required.
Keep up with ASQ-3’s

- Look out for:
  - Color coded names on the ASQ-3 Roster
  - Emails from the ELC notifying you of upcoming screenings due**
  - Emails from ELC notifying you of past due screenings**
  - Calls from the ELC notifying you of a past due status
  - Certified Letters notifying you of a potential corrective action

Non-compliance with the ASQ-3 screening requirement will result in withholding School Readiness Payment until compliance is met!

**contact us if you are not receiving emails regarding past due and upcoming ASQ’s.**
Warm Line
Do you have concerns about your child?

Contact the Warm-Line if you have questions about a child’s:
- Communication or language development
- Social-emotional skills or behavioral concerns
- Age appropriate developmental milestones
- Health or nutritional concerns
- Disability or if demonstrating developmental concerns

The Warm-Line supports child care providers and families with the following:
- Reviewing results from a child’s developmental screening or assessment
- Strengthening inclusive practices that support children’s educational settings
- Developing individualized accommodations for children with disabilities or demonstrating concerns
- Linking families to additional evaluation and/or support services
- Providing technical assistance for classroom management and curriculum implementation
- Voluntary Pre-Kindergarten Specialized Instructional Services (VPK-SIS)

Contact the Warm-Line
☎️ 786-433-3095
✉️ warmline@elcmdm.org

Early Education. Lifelong Success.
www.elcmdm.org
¿Le preocupa algo acerca de su hijo?

Llame al Warm-Line si tiene preguntas sobre su hijo con respecto a:
- El desarrollo del lenguaje o la comunicación
- Preocupaciones socioemocionales o de comportamiento
- Metas del desarrollo acordes a la edad
- Preocupaciones de salud o nutrición
- Discapacidades o si está demostrando preocupaciones de desarrollo

La línea Warm-Line brinda apoyo a proveedores de cuidado infantil y familias para:
- Analizar los resultados de una evaluación de desarrollo infantil o diagnostico
- Fortalecer las prácticas inclusivas que apoyen a los niños en entornos educativos
- Desarrollar adaptaciones individualizadas para niños con discapacidades o demostrando preocupaciones
- Conectar a las familias con otros servicios de apoyo y/o evaluación
- Ofrecer asistencia técnica para el manejo del aula y la implementación de planes curriculares
- Apoyo para Instrucción Especializada de Educación Prescolar Voluntaria (VPK-SIS)

Contacte el Warm-Line

786-433-3095
warmline@elcmdm.org

Educación temprana. Éxito para toda la vida.
www.elcmdm.org
VPK-SIS

- VPK SIS: VPK Specialized Instructional Services Providers (SIS) Florida Statute 1002.66
- Parent’s choice – VPK or VPK SIS
- Child must have an individual educational plan (IEP)
- Age-eligible for VPK (4 years old by September 1) is eligible for specialized instructional services (SIS)
Inclusion Supports and Best Practices in Inclusive Childhood Education (BPIECE)
Inclusion Support with the BPIECE

- **B**est
- **P**ractices in
- **I**nclusive
- **E**arly
- **C**hildhood
- **E**ducation
What is the BPIECE?

- **Adapted** from school-age BPIE (Best Practices in Inclusive Education)
- **Self-Assessment** Tool for Practitioners
- **Bridge** between research and inclusion practices in early care and education settings
- Builds on foundation of **high quality early childhood education**
- On going **self reflection**
- Self identify areas of **strength**
- Self identify areas of **priority** regarding inclusion
What components of practice are assessed?

- Environment
- Family
- Collaboration
- Interaction
- Instruction
- Screening and Assessment
- Transition
Questions/Concerns

- **Inclusion & VPK SIS**
  - **Maria “Lucy” Schrack, M.Ed.,** Inclusion Manager
    - 305-646-7220, ext. 2305
  - **Jeanette Nuñez,** Warm-Line Specialist
    - 305-646-7220, ext. 2821

- **Developmental Screenings (ASQ-3) and Child Assessments**
  - **Aileen Suazo,** Research Coordinator
    - 305-646-7220, ext. 2276

- [asq@elcmdm.org](mailto:asq@elcmdm.org)
- [warmline@elcmdm.org](mailto:warmline@elcmdm.org)
Assessments in VPK and the Florida Kindergarten Readiness Screener (FLKRS)

About Pre- and Post Assessments
About the Florida VPK Assessment
VPK Assessment Online Reporting System
VPK Assessment Help Desk
About FLKRS
Florida Statute about Statewide Kindergarten Screening
2017-18 VPK Program Participants and Completers by County

VPK Readiness Rate Calculation Overview Webinar PPT Slides (November 2019)
VPK Readiness Rate Calculation Overview Webinar Recording (November 2019)
QUALITY INITIATIVES

Fiorella A. Christie, Senior Director
School Readiness Program Assessment (SRPA)
What is SRPA

- During the 2018 legislative session, the Florida Legislature passed a bill (HB 1091) that increases quality and accountability in the School Readiness Program. The Office of Early Learning leads the implementation of this legislation in partnership with the Early Learning Coalition of Miami-Dade/Monroe.
Rule 6M-4.740/4.741: Program Assessment Requirements for School Readiness Program

- **Contract Minimum Threshold 2.51**
  School Readiness providers must achieve a composite score at or above the Contract Minimum Threshold on the CLASS Assessment to be eligible for a School Readiness contract.

- **Quality Improvement Threshold 3.00**

- **Quality Improvement Plans 2.51-2.99**
  School Readiness providers who achieve the minimum composite score for Quality Improvement, but are still emerging in quality, will be placed on a mandatory Quality Improvement Plan (QIP). The Early Learning Coalition of Miami-Dade/Monroe will identify performance goals and quality improvement strategies to help providers meet quality scores.
Quality Performance Incentive

- What is the SR Quality Performance Incentive?
  - Qualifying providers may receive a payment differential based on their CLASS scores
  - Total may not exceed 15%
  - No more than 5% (of the 15%) may be provided to providers who submit valid and reliable child assessment data to statewide information system in the domains of language and executive functioning
What is Classroom Assessment Scoring System (CLASS)

The **Classroom Assessment Scoring System** (CLASS), uses research-driven insights to improve how teachers interact with children every day to cultivate supportive, structured, and engaging classroom experiences. The observations and measurement of these interactions will result in a composite score.
Questions/Concerns

classinfo@elcmdm.org

or contact us at

- Fiorella A. Christie 305-646-7220 ext. 2272
- Paloma Lopez-Barcena 305-646-7220 ext. 2316
- Ana Sejeck 305-646-7220 ext. 2511
The Children’s Trust

Thrive by 5

Early Learning
Quality Improvement System

Thrive by 5
Early Learning Career Center
Miami-Dade Professional Development Registry (PDR)
How can I participate in the Registry?

Contact the Career Center
- Request to be added to the Registry
- Include:
  - Full name
  - Name of your program
  - DCF license Number
  - Your contact information (email & phone number)

Registry Information Form (RIF)
- Complete RIF application
- Submit application along with (all sheets)
  **AND:**
  - Current DCF transcript
  - Recent pay stub
  - Proof of high school
  - College/University unofficial transcript
  - National CDA Certificate (if applicable)

**Not scholarship application**

*Anyone seeking Thrive by 5 Scholarships must be in the Registry FIRST*
<table>
<thead>
<tr>
<th>Early Learning Career Center Scholarships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Translation for foreign credentials</td>
</tr>
<tr>
<td>GED (Spanish and English)</td>
</tr>
<tr>
<td>Staff Credential (Includes National CDA Prep course)</td>
</tr>
<tr>
<td>Director Credential</td>
</tr>
<tr>
<td>Credential renewals</td>
</tr>
<tr>
<td>ESL (English as Second Language)</td>
</tr>
<tr>
<td>EAP (English for Academic Purposes)</td>
</tr>
<tr>
<td>Director’s Institute (DCF Advanced Director Credential)</td>
</tr>
<tr>
<td>15 &amp; 18 Credit certification programs (English, Spanish and Creole)</td>
</tr>
<tr>
<td>Conscious Discipline</td>
</tr>
<tr>
<td>Curriculum Training</td>
</tr>
<tr>
<td>Local ECE Conferences</td>
</tr>
<tr>
<td>Credit and non-credit courses</td>
</tr>
</tbody>
</table>
E. L. Career Center Scholarships

**How do I apply for a scholarship?**

Send the Career Center an email:

- [careercenter@thechildrensform.com](mailto:careercenter@thechildrensform.com)

**Email should Include:**

- Name
- Program name
- DCF license Number
- Service being requested
- Contact Information

Please allow 48 hours for a reply:

- Eligibility criteria must be met to qualify
Early Childhood Educator INCENTIVE$ Florida

http://incentives-fl.org

What is WAGE$?
• A salary supplement, funded by The Children’s Trust, given directly to eligible educators who care for young children (0-4 yrs.) in Miami-Dade County.

What are the eligibility criteria?

**Employment Criteria:**
• Must work at Early Learning Facility or Home (FFCH)
• Must be employed for more than 6 months
• Be employed at same program at time of employment verification

**Other Criteria:**
• Earn less than $17.50/hour
• Must participate in the Miami Professional Development Registry (Registry)
• Meet one of the educational levels listed on the scale
Early Learning Career Center Facebook Page!
Questions?

Comments?
Thank You!

For more information on the Miami-Dade TCT Thrive By 5 Scholarships:

careercenter@thechildrensforum.com
1-888-352-4453, option #2

WAGE$: 1-888-352-4453, option #3

TEACH: 1-877-358-3224
CONTRACTS
Upload Documents to Provider Profile

- Uploading new or renewed documents to the provider profile is now **mandatory**.
- Contract Managers will no longer accept documents via email.
- Call 305-359-5550 for assistance.
Early Learning Coalition should be listed as certificate holder and additional insured on the policy.

Early Learning Coalition Headquarters is moving to a new location
- renewal certificates should include the new address
- 2555 Ponce de Leon Blvd. **Suite 210**, Coral Gables, FL 33134

Minimum coverage requirements:
- Per occurrence: $100,000
- General aggregate: $300,000

The general liability insurance must remain in full force and effect for the entirety of the contract period.

Provider must provide Coalition with a minimum of ten calendar days’ advance written notice of cancellation of or changes in coverage.
Notification Requirements

- Providers are required to submit written notification of changes or updates that may affect their School Readiness (SR) or Voluntary Prekindergarten (VPK) contracts.
  - Send notifications to providerservices@elcmdm.org
- Failure to comply is a non-compliance that may affect your contract.
# Notification Requirements

| Voluntary Prekindergarten (VPK) and School Readiness Required Reporting: |
|---|---|
| **30 calendar days before termination date:** |
| • Voluntary terminations |
| • Permanent business closings |
| • Changes in business locations |
| • Changes in business ownerships | **5 business days of receipt of notice:** |
| • Request for Review Hearing |
| • Notification of disqualification or public assistance fraud |
| **Within 14 calendar days:** |
| • Changes in contact or program information | **3 days from the day of the incident:** |
| • Unusual incident written report |
| **10 calendar days’ advance notice:** |
| • Notice of cancellation or changes of general liability insurance |
| • Notice of cancellation or changes of homeowner’s insurance | **Close of business:** |
| • Unusual incident |
| **Within 72 hours:** |
| • Records |
## Notification Requirements

<table>
<thead>
<tr>
<th>Voluntary Prekindergarten (VPK) Required Reporting:</th>
<th>School Readiness Required Reporting:</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 calendar days of change:</td>
<td>Within 14 calendar days:</td>
</tr>
<tr>
<td>• Contact change</td>
<td>• Dismissal of children</td>
</tr>
<tr>
<td>Close of business on the day of the change:</td>
<td>Within 2 business days:</td>
</tr>
<tr>
<td>• Rate change</td>
<td>• Reopening after and emergency closing</td>
</tr>
<tr>
<td>• Gold Seal status change</td>
<td></td>
</tr>
</tbody>
</table>
# Contacts

## Region 1:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>#, A – BRIGHT M</td>
<td>Jessica Parra, <a href="mailto:jparra@elcmdm.org">jparra@elcmdm.org</a></td>
</tr>
<tr>
<td>BRIGHT N – EARLY E</td>
<td>Jennelle James, <a href="mailto:jjames@elcmdm.org">jjames@elcmdm.org</a></td>
</tr>
</tbody>
</table>

## Region 2:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>EARLY F – HARQ</td>
<td>Vernise Casimir, <a href="mailto:vcasimir@elcmdm.org">vcasimir@elcmdm.org</a></td>
</tr>
<tr>
<td>HARR – KIDS R</td>
<td>Donna Bronigan, <a href="mailto:dbronigan@elcmdm.org">dbronigan@elcmdm.org</a></td>
</tr>
</tbody>
</table>

## Region 3:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>KIDS – LISS</td>
<td>Ayleen Gonzalez, <a href="mailto:agonzalez@elcmdm.org">agonzalez@elcmdm.org</a></td>
</tr>
<tr>
<td>LIST – MIC</td>
<td>Marine Allen-Tucker, <a href="mailto:malenntucker@elcmdm.org">malenntucker@elcmdm.org</a></td>
</tr>
</tbody>
</table>

## Region 4:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>MID – PARA</td>
<td>Johnetta Nuby, <a href="mailto:jnuby@elcmdm.org">jnuby@elcmdm.org</a></td>
</tr>
<tr>
<td>PARB – SOM</td>
<td>Laurie Bravo, <a href="mailto:lbravo@elcmdm.org">lbravo@elcmdm.org</a></td>
</tr>
</tbody>
</table>

## Region 5:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>SON – THE LEARNING E</td>
<td>Sheyla Perez, <a href="mailto:sperez@elcmdm.org">sperez@elcmdm.org</a></td>
</tr>
<tr>
<td>THE LEARNING F – Z</td>
<td>Isha Sanders, <a href="mailto:isanchez@elcmdm.org">isanchez@elcmdm.org</a></td>
</tr>
</tbody>
</table>

## Region 6:

<table>
<thead>
<tr>
<th>Facility name</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>YMCA, YWCA</td>
<td>Marianela Reyes, <a href="mailto:mreyes@elcmdm.org">mreyes@elcmdm.org</a></td>
</tr>
<tr>
<td>MDCPS</td>
<td>Yadira Aguilar, <a href="mailto:yaguilar@elcmdm.org">yaguilar@elcmdm.org</a></td>
</tr>
</tbody>
</table>
CHILD CARE RESOURCE & REFERRAL

PROVIDER TECHNICAL ASSISTANCE
What is Child Care Resource & Referral

CCR&R is a FREE program that assists families in finding quality and affordable child care and community resources.

In addition, CCR&R assists current and prospective child care providers by offering technical assistance and information on becoming a child care provider.
What do CCR&R Specialists provide?

CCR&R Specialists can provide:

- **Customize a list of child care providers based on your family’s specific needs.** Every attempt is made to match requests as closely as possible. We maintain a database of all legally operating providers and their detailed information such as: hours of operation, curriculum, programs, and pay rate.*

- **Offer unbiased information about local child care options.** ELC affirms parental choice; therefore we make absolutely *no recommendations*, referrals only.

- **Provide information on how to recognize quality early learning and understand the developmental benefits of child/ren.**

- **Provide financial assistance strategies.** We guide parents that are interested in applying for School Readiness (SR) and/or Voluntary Pre-Kindergarten (VPK) programs, and to families with children with disabilities and/or special health care needs.

*The pay information in our database is self-reported by participating child care programs/providers and can change over time.*
Child Care Resource & Referral
Current Child Care Providers

- CCR&R specialists may offer technical assistance to current providers

- CCR&R knows who within the organization offers technical assistance

- Aware of various early learning trainings and websites

- Additional resources on various topics to include family engagement ideas or shared best practices
### Provider Profile – General Information

1. **Do you want to have your program referred to families seeking child care listings?**
   - Yes ☐ No ☐

2. **Do you want to complete a contract to participate in the School Readiness Program?**
   - Yes ☐ No ☐
   - 2.1 Have you completed the Health & Safety Inspection by Department of Children and Families?
     - Yes ☐ No ☐

3. **Do you want to complete a contract to participate in the Voluntary Prekindergarten (VPK) Education Program?**
   - Yes ☐ No ☐
   - 3.1 Do you wish to receive VPK advanced payments?
     - Yes ☐ No ☐

4. **Do you want to complete a contract to receive local funding?**
   - Yes ☐ No ☐

5. **Are you a Gold Seal provider?**
   - Yes ☐ No ☐

6. **Are you an accredited provider?**
   - Yes ☐ No ☐
Provider Profile - Services

<table>
<thead>
<tr>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Age of Children for which Care is Provided</td>
</tr>
<tr>
<td>Minimum Age</td>
</tr>
<tr>
<td>2 months</td>
</tr>
<tr>
<td>2. Programs Offered (select all that apply)</td>
</tr>
<tr>
<td>After School</td>
</tr>
<tr>
<td>3. About My Program (select all that apply)</td>
</tr>
<tr>
<td>Smoke Free</td>
</tr>
<tr>
<td>4. Languages Spoken by Staff (select all that apply)</td>
</tr>
<tr>
<td>English</td>
</tr>
<tr>
<td>5. Other Spoken Languages</td>
</tr>
<tr>
<td>6. Meals (select all that apply)</td>
</tr>
<tr>
<td>Breakfast</td>
</tr>
<tr>
<td>7. Do you provide transportation services?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>8. Transportation (select all that apply)</td>
</tr>
<tr>
<td>9. Do you currently implement a character development program?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>9.1 Description of Character Development Program (250 characters max)</td>
</tr>
<tr>
<td>Conscious Discipline</td>
</tr>
<tr>
<td>10. Is your program equipped to care for children with special needs?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>
11. Is your facility wheelchair-accessible? *
   - Yes
   - No

12. Does your program/facility offer therapeutic services to children? *
   - Yes
   - No

13. Do you participate in a quality rating system? *
   - Yes
   - No

14. Affiliation - Not for Profit *
   - Yes
   - No

15. Military Child Care *
   - Yes
   - No
## Fees & Discounts

### 1. Fees in Addition to Weekly Rates

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Frequency</th>
<th>Per Child / Per Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Application/Registration</td>
<td>$ 50</td>
<td>Annual</td>
<td>Per Child</td>
</tr>
<tr>
<td>Diapers</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Early Drop Off</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extended Stay</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Late Payment</td>
<td>$ 10</td>
<td>As needed</td>
<td>Per Family</td>
</tr>
<tr>
<td>Late Pick-Up</td>
<td>$ 1</td>
<td>Per minute</td>
<td>Per Family</td>
</tr>
<tr>
<td>Meals/Snacks</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Returned Check</td>
<td>$ 10</td>
<td>As needed</td>
<td>Per Family</td>
</tr>
<tr>
<td>School Age</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies/Materials</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waiting List Registration</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 2. Family Discounts Offered (select all that apply)

- Sibling Discount
- Other Discount
Hours of Operation

1. Enhanced Schedule (select all that apply)

2. What are your daily hours of operation? (select all that apply)

- Sunday: Open 12:00 AM, Close 12:00 AM, Total Hours 0
- Monday: Open 06:30 AM, Close 06:30 PM, Total Hours 12
- Tuesday: Open 06:30 AM, Close 06:30 PM, Total Hours 12
- Wednesday: Open 06:30 AM, Close 06:30 PM, Total Hours 12
- Thursday: Open 06:30 AM, Close 06:30 PM, Total Hours 12
- Friday: Open 06:30 AM, Close 12:00 AM, Total Hours 12
- Saturday: Open 12:00 AM, Close 12:00 AM, Total Hours 0
# Staffing and Capacity

## 1. Staff-to-Child Ratio in Your Program

<table>
<thead>
<tr>
<th>Care Level</th>
<th>Teachers in Classroom</th>
<th>Children in Classroom</th>
<th>Group Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 12 Months</td>
<td>2</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>12 &lt; 24 Months</td>
<td>2</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>24 &lt; 36 Months</td>
<td>3</td>
<td>17</td>
<td>17</td>
</tr>
<tr>
<td>36 &lt; 48 Months</td>
<td>4</td>
<td>30</td>
<td>30</td>
</tr>
<tr>
<td>48 &lt; 60 Months</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>60 &lt; 72 Months</td>
<td>1</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>In School</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Special Needs</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>VPK Class</td>
<td>2</td>
<td>18</td>
<td>18</td>
</tr>
</tbody>
</table>

## 2. Training/Educational Credentials in Your Program

<table>
<thead>
<tr>
<th>Training/Education Type</th>
<th>Number of Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>FCCH 30 HOUR TRAINING</td>
<td>0</td>
</tr>
<tr>
<td>40/45 HR INTRO CHILD CARE</td>
<td>18</td>
</tr>
<tr>
<td>AA/AS NONCHILD RELATED</td>
<td>0</td>
</tr>
<tr>
<td>AA/AS EARLY CHILDHOOD OR RELATED FIELD</td>
<td>0</td>
</tr>
<tr>
<td>DIRECTOR CREDENTIAL ADV</td>
<td>1</td>
</tr>
<tr>
<td>DIRECTOR CREDENTIAL LEVEL 1</td>
<td>0</td>
</tr>
</tbody>
</table>
3. What is the total number of staff who work directly with the children that are in care at your program/facility?

15

4. What is your total licensed capacity?

124

5. What is your infant licensed capacity?

8

6. What is your actual capacity?

94

7. How many private-pay children are in your program?

12
# Private Pay Rates

Enter the advertised rates (private pay rates) your program charges in the table. Do not include voucher/subsidy rates, sliding scale rates, employee discounts or any other discounted rates. Only complete the rate type for each age group that you offer.

<table>
<thead>
<tr>
<th>Rate Type</th>
<th>Infant</th>
<th>Toddler</th>
<th>2 Year Old</th>
<th>Preschool 1</th>
<th>Preschool 2</th>
<th>Preschool 3</th>
<th>Preschool 4</th>
<th>Preschool 5</th>
<th>School Age</th>
<th>Special Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time Monthly Rate</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Summer Camp Weekly Rate</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$120</td>
<td>$0</td>
</tr>
<tr>
<td>Drop-in Daily Rate</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Full Time Weekly Rate</td>
<td>$145</td>
<td>$130</td>
<td>$130</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
</tr>
<tr>
<td>Part Time Weekly Rate</td>
<td>$72.5</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
<td>$60</td>
</tr>
<tr>
<td>VPK Full-Time Weekly Rate</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>VPK Part-Time Weekly Rate</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>School Age After School Weekly Rate</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$60</td>
<td>$60</td>
</tr>
<tr>
<td>School Age Before School Weekly Rate</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$20</td>
<td>$20</td>
</tr>
<tr>
<td>School Age - Both Before &amp; After School Weekly Rate</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$80</td>
<td>$80</td>
</tr>
</tbody>
</table>

*Do you require the parent to pay the differential between the Approved Reimbursement Rate and the Private Pay Rate?*  

*Yes*  

*No*
Business Analysis

- What does your enrollment look like today... Are you at capacity or do you have vacancies?
- Do you have a wait list for enrollment at your center?
- What programs do you offer – SR, VPK, EHS?
- Have you made any enhancements or changes since your last update to your profile so CCR&R has most current info on their database?
- How do you market your center for new business?
- Do you regularly offer school tours of your center?
Do you need some fresh ideas on growing your enrollment?

What are some of your operational issues? (Hiring and Training)

Who are your 5 top child care competitors and how do you differ?
What Unique Benefits do you offer that others don’t?

- Conduct a competitive analysis on your top competitors and visit their websites, “mystery shop” to see what they offer.
- Compare your Benefits and Differentiating Values and/or competitive advantage:
  - Accreditation
  - Teacher tenure/degrees
  - Transportation available
  - Online camera system
  - Organic meals or fresh fruit and veggie gardens
  - Owned by a local mom
  - Do you offer tutoring or a homework club?
  - Do you offer enrichment activities offered on-site?
  - Do you speak multiple languages?
Use Social Media...Do you have a Facebook Business Page?

- Post photos and videos at least $3x$ week

  Working moms typically check-in during lunch time and at around 4pm. You want people to “Like” your page for increasing fan “engagement”

- Take polls and do contests for maximum utilization
Online Marketing

- Online reviews

A program that feels trustworthy to a parent will resonate with a parent looking for “social proof” is a win-win for increasing your enrollment. **A strong and positive online reputation is worth gold for your program.**

- Sign up for online directories that are **free** allow you to list your center.
Marketing Tips

- Look for new and upcoming pockets of opportunity- new housing developments, new businesses, new construction sites, etc. to target families
- Ask “how did you hear about us?” to determine what is working
- Use Promo Codes. Use a special promo code on an ad, web page, flyer or mailer to identify that specific campaign
Increase Partnerships with local employers by using Corporate Discounts/Preferred Employers

- If employers offer in-house child care, contact them for “over-flow”
- Provide a small tuition discount 5-7% for employers and prepare a flyer with that promotion
- Gather a database of where all your parents currently work so you can target those companies
Develop Relationships with Pediatricians and OB-GYNS

As part of your enrollment paperwork for new child, ask for the name of the child’s pediatrician and their pediatric dentist?

- Create a list of what doctor’s your clients are seeing. Identify the top physicians and contact these doctors to build relationships.
Create an E-Packet

- Story from the Owner
- Letter from the Director
- Teacher Bio’s/Experience
- Unique Benefits and Value Statement
- Parent Testimonials
- Rate Sheet
- Tips for Choosing the Right Child Care
- Child Care Checklist
Book a Tour

- With every caller book a tour. Give an incentive with every tour such as a tote bag or promotional flyer
- Send a reminder of the tour date/time and tell them if they have to cancel to please call to reschedule
- Get caller’s contact information to follow up
Make a Great First Impression

- Visual Appearance – What parents see at first glance...
  - Is there signage visible?
  - Is landscaping maintained?
  - Is playground in good shape?
  - Are the exteriors and fences free of debris?
  - What impressions do you get from looking at the curb appeal of this school?
Child Care Tour

“You only have about 7 seconds to make a good first impression”

- Greeting and introduction
- Be ready, prepared and confident
- Let Lead Teachers know you will bring a prospective parent for a classroom tour
- Create a warm, comfortable area to meet with the parent after the tour
- Have a child size table and chairs with books, toys and crayons for the child
- Close the tour by asking for the enrollment
- If the parent is not ready to enroll, follow up with an email or phone call “Thank you for Touring our school...”
Referral Rewards Program

- Motivate current families to refer other families
- Incentivize with a gift card or free tuition and make it a **BIG** deal
- Include alumni families because they too can spread the good word based on their experience
- Allow Teachers to also participate in the referral program
Family Engagement Events

- Host events inside and outside of your facility
  - Picnic at a park, reserving the pavilion for event
  - Zoo or museum trips for the family
  - Pizza party at Chuck E. Cheese or play center party
  - Barnes and Noble Family Night
  - Movie night out
  - STEM night
  - Muffins for Mom
  - Donuts with Dad
  - Tacos with Grandparents
# OEL Family Engagement Toolkit

## OEL Guidance on Family Engagement Plans for Providers

**Goal:** The goal of family engagement is the conscious effort of the parents and/or other family members to engage in a child’s education and development by promoting positive behaviors and ensuring the child’s well-being. Family engagement has been shown to increase motivation, reduce behavioral problems and improve social-emotional development of children. Further, family engagement fosters school readiness skills in young children such as impulse control, attention, memory and planning skills.

### For Providers

<table>
<thead>
<tr>
<th>Goal/Focus Area</th>
<th>Indicator</th>
<th>Activity/Strategy</th>
<th>Initiative Lead</th>
<th>Outcomes/Successes</th>
<th>Partners/Champions</th>
</tr>
</thead>
</table>
| Environment     | Create a welcoming environment for children and their families | • Signs are posted for families to find their way around the building or facility and are in the languages represented by the children in the program  
• Staff greets families by name and welcomes them to visit when possible.  
• Orientations and a guided tour of the facility for new families.  
• Families are encouraged | Responses on a family survey to questions about families feeling welcome and |
Contact us

Email:
Ileana Vallejo, CCR&R Coordinator  IVallejo@elcmdm.org
Amy Tongson, CCR&R Lead  ATongson@elcmdm.org

Phone: 305-676-7220 Monday-Friday 8am-5pm
CCRRhelp@elcmdm.org for providers and families
PROVIDER PAYMENTS
DEPARTMENT
Importance of Reviewing Attendance for Prior Service Periods
Importance of Reviewing Attendance Status

Not Submitted

- Submitted

- Approved

- Rejected

= No $$$

= 1st Step $$$

= Got $$$

= No $$$
Obtaining Monthly Reimbursement Reports
Understanding the Monthly Reimbursement Reports

**Final SR Reimbursement Report**
ELC of Miami-Dade/Monroe
2555 Ponce de Leon Blvd, 5th floor
Coral Gables, FL 33429

**Reporting Period:** 11/01/2019 - 11/30/2019
**Report Run Date:** 12/9/2019 9:05:15 AM

<table>
<thead>
<tr>
<th>Service Period</th>
<th>Provider</th>
<th>Allow ELC Assessment</th>
<th>ELC of</th>
<th>Record Type</th>
<th>Days to be Paid</th>
<th>Daily Total Reimbursement Rate</th>
<th>Gross Payment Amt</th>
<th>Less Parent CoPay Amt</th>
<th>Net Payment Amt</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/01/2019-10/31/2019</td>
<td>Korea, Tiff</td>
<td>Yes</td>
<td>SCH-PT</td>
<td>21</td>
<td>$18.97</td>
<td>$21.07</td>
<td>$1.20</td>
<td>$398.37</td>
<td>$25.20</td>
</tr>
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</tbody>
</table>
Understanding the Monthly Reimbursement Reports

<table>
<thead>
<tr>
<th>Care Code</th>
<th>Description</th>
<th>Provider’s Pay Rates</th>
<th>Maximum Reimbursement Rate</th>
<th>Gold Seal Differential (Column B * percentage)</th>
<th>Approved Provider Reimbursement Rate with Gold Seal (Column C + (amount cannot exceed column F))</th>
<th>Provider’s Private Pay Rates Upper Limit (Column A + 20%)</th>
<th>GPI Differential Rate (Column C + tier percentage)</th>
<th>Local QI Level Differential Rate (Column C x tier percentage)</th>
<th>Total Payment Rate (Column E + G + H; cannot exceed column F)</th>
<th>Contracted Rate Differential Rate (per child flagged for contracted slots)</th>
<th>Child Assessment Differential Rate (Column C x tier percentage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>INF</td>
<td>12+ Months</td>
<td>$0.00</td>
<td>$228.25</td>
<td>$0.00</td>
<td>$8.55</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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</tr>
<tr>
<td>TOD</td>
<td>12 &lt;24 Months</td>
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### Understanding the Monthly Reimbursement Reports

<table>
<thead>
<tr>
<th>Care Code</th>
<th>Description</th>
<th>Provider’s Private Pay Rates</th>
<th>Coalition Maximum Reimbursement Rate</th>
<th>Approved Provider Reimbursement Rate without Gold Seal (Column A or B, whichever is lower)</th>
<th>Gold Seal Differential (Column D = B - percentage)</th>
<th>Approved Provider Reimbursement Rate with Gold Seal (Column C + Damount cannot exceed column F)</th>
<th>Provider’s Private Pay Rates Upper Limit (Column A + 20%)</th>
<th>QPI Differential Rate (Column C x tier percentage)</th>
<th>Local QI Level Differential Rate (Column C x tier percentage)</th>
<th>Total Payment Rate (Column E + G + K; cannot exceed column F)</th>
<th>Contracted Slots (Differential Rate (per child flagged for contracted rates))</th>
<th>Child Assessment Differential Rate (Column C x tier percentage)</th>
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<tbody>
<tr>
<td>INF</td>
<td>&lt;12 Months</td>
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<td>$10.00</td>
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<td>12-24 Months</td>
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<td>60-92 Months</td>
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</table>
# Reminder of the VPK Advance Payment Process and Payment Schedule for Program Year 2019-2020

<table>
<thead>
<tr>
<th>Advance Payment</th>
<th>Processed during the Reimbursement Cycle</th>
<th>Disbursement Date</th>
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</thead>
<tbody>
<tr>
<td>October 2019</td>
<td>August 2019</td>
<td>September 20, 2019</td>
</tr>
<tr>
<td>November 2019</td>
<td>September 2019</td>
<td>October 20, 2019</td>
</tr>
<tr>
<td>December 2019</td>
<td>October 2019</td>
<td>November 20, 2019</td>
</tr>
<tr>
<td>January 2020</td>
<td>November 2019</td>
<td>December 20, 2019</td>
</tr>
<tr>
<td>February 2020</td>
<td>December 2019</td>
<td>January 20, 2020</td>
</tr>
<tr>
<td>March 2020</td>
<td>January 2020</td>
<td>February 20, 2020</td>
</tr>
<tr>
<td>April 2020</td>
<td>February 2020</td>
<td>March 20, 2020</td>
</tr>
</tbody>
</table>
Any Questions? ......