

Transitioning to the New OEL Services Portal System

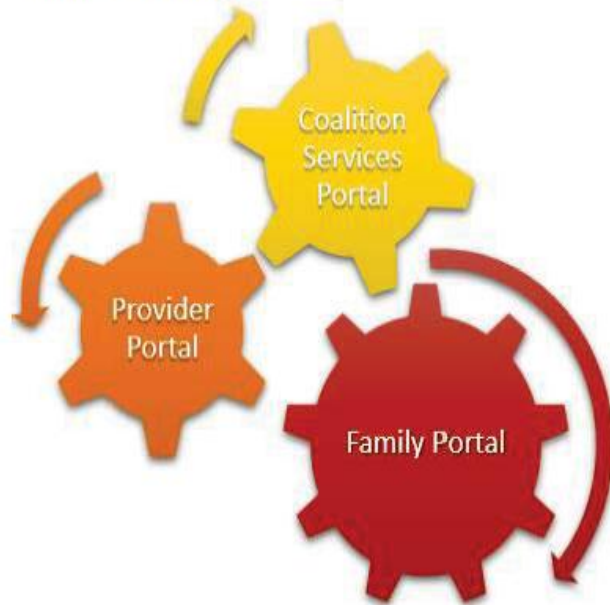


Agenda.....

- **New System Overview**
- **System of Record**
- **VPK Enrollments, Transfers and Terminations**
- **VPK Attendance Processing**
- **SR Enrollments, Transfers and Terminations**
- **SR Attendance Processing**
- **Uploading Monthly Sign In & Out Sheets**
- **Requesting Prior Period Adjustments**
- **Homework**

The EFS Modernization development team is using a phased approach, allowing people to use some features as they are developed instead of waiting to deploy the system after it is fully integrated.

EFS Modernization includes three main components – a Family Portal, a Provider Portal and a Coalition Services Portal.



Launched in July 2015, the **Family Portal** allows families to apply for Florida’s school readiness and VPK programs online. Families can upload documents supporting their eligibility for programs and electronically sign and submit their applications. They can complete the entire process online. Local early learning coalitions offer onsite and telephone assistance to families who need help completing their applications.

The **Provider Portal** allows providers to create and maintain a profile of their businesses that coalitions share with families requesting child care options. Providers will also use the portal to contract with early learning coalitions to become a school readiness or VPK provider.

In addition to maintaining provider profiles and contracts, providers will also use the Provider Portal to manage and track attendance for reimbursement. When the three portals are fully integrated, coalitions can generate real-time provider listings for families as part of the state’s CCR&R services.

The **Coalition Services Portal** is the core of EFS Modernization. Early learning coalition staff use this to process school readiness and VPK applications and manage the school readiness waiting list. Coalitions will also use the Coalition Services Portal to execute contracts with providers and maintain provider listings for families as well as process reimbursements for school readiness and VPK child enrollments.



System of Record.....



June 2018 Reimbursement Cycle
(Process during the month of July 2018) and VPK Summer Program.

Also, the ASQ will remain until further notice.

July 2018 Reimbursement Cycle
(Process during the month of August 2018)

A screenshot of the Florida's Early Learning PROVIDER SERVICES PORTAL website. The header includes the Office of Early Learning logo and the tagline "LEARN EARLY. LEARN FOR LIFE." Below the header, there is a "WELCOME TO FLORIDA'S EARLY LEARNING PROVIDER SERVICES PORTAL" message. The main content area is titled "Provider Services Lagoon" and features a section for "Account Information". This section includes a "User name (must be a valid email address)" field, a "Password" field, and a "Log On" button. There are also links for "Forgot my password" and "Change my password". A "Not yet registered?" link is also present.



[\[Log On \]](#)

WELCOME TO FLORIDA'S EARLY LEARNING PROVIDER SERVICES PORTAL

Provider Services Logon

Account Information

User name (must be a valid email address)

Not yet registered?

Click [here](#) to register a new provider account.

Password

[Log On](#)

[Forgot my password](#)

[Change my password](#)

Please contact your [early learning coalition](#) for immediate assistance.

This site is best viewed with Internet Explorer version 10 or higher. Download the latest version of [Internet Explorer](#).

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UAT Beta ~ Provider Portal

Common Tasks

Manage Sites

[Manage All Sites](#)

Manage Users

[Manage All Users](#)

Manage VPK Applications and Contracts

[VPK Provider Application](#)

[Manage VPK Instructors, Calendars, and Classes](#)

[Statewide VPK Provider Contract](#)

[VPK Contract Amendment](#)

Manage SR Contracts

[Statewide SR Provider Contract](#)

[SR Contract Amendment](#)

Broadcast Messages

No messages to display.

Provider Site Summary

Business name:	New Day Child Care Center
Doing business as:	Happy Faces
Provider ID:	8988
License number:	CM4215
SSN / Federal ID number:	13265489

Coalition Messages

! Message	From
Enrollment Cancelled for Student Josefina Hernandez	Jose.Hernandez.uat+CP/
⚠ Please go to your School Readiness Enrollment	Jose.Hernandez.uat+CP/

Frequently-Used Links

[Bright Beginnings](#)
[Core Competencies](#)
[DCF Provider Training](#)
[Early Learning Performance Funding Project](#)
[Provider Portal User Guide](#)
[VPK Provider Readiness Rate Website](#)

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VPK Enrollment Process....

Select Language Powered by Google Translate

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UAT Beta ~ Provider Portal

Home Business Profile Contracts Enrollments Attendance Documents Profile: 2017 - 2018 Hello Jose.Hernandez.uat+PP02@gmail.com! Log Off

Manage VPK Enrollments Request/Change Enrollment
Manage SR Enrollments Bulk File Upload

Common Tasks

- Manage Sites**
[Manage All Sites](#)
- Manage Users**
[Manage All Users](#)
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Individual Child vs Bulk Enrollment....

VPK Enrollment and Termination Process....



EFS Modernization Project Training Video Series

Office of Early Learning
May 2018



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VPK Bulk Enrollment File Process....




EFS Modernization Project Training Video Series


Office of Early Learning
May 2018



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VPK Attendance Processing.....

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Manage VPK Attendance

Manage SR Attendance

Reimbursement Details

Request Prior Period Adjustment

Broadcast Messages

No messages to display.

Coalition Messages

Message	From
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Please go to your School Readiness Enrollment	Jose.Hernandez.uat+CP/

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VPK Attendance Processing.....

Program Type*: Voluntary PreKindergarten (VPK)

Service Period*: Due Date: 3/5/2018 ▲

Class ID*: [Summary](#)

▲ Class attendance has NOT been submitted to Coalition at this time.

Class	AF17-Monkeys	Max Class Size	11
Start Date	8/14/2017	End Date	5/25/2018
Curriculum	Wee Learn Curriculum Guide for Two-Year Olds	Edition	1997

Search:

Showing 1 to 20 of 20 entries

	Child Name	DOB	Age	Billing Group
1.	April Latham	9/9/2012	5y	VPK
2.	February Latham	9/9/2012	5y	VPK
3.	January Latham	9/9/2012	5y	VPK
4.	March Latham	9/9/2012	5y	VPK
5.	May Latham	9/9/2012	5y	VPK
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

▲ Indicate the child's attendance below. Supporting documentation may be uploaded to the Document Management Library as needed.

Attendance Calendar

February 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
						*
4	5	6	7	8	9	10
*	X	X	X	X	X	*
11	12	13	14	15	16	17
*	X	X	X	X	X	*
18	19	20	21	22	23	24
*	X	X	X	X	A	*
25	26	27	28	1	2	3
*	X	X	X			

Child's Current Information

Name	April Latham		
DOB	9/9/2012	Age	5
Cert	VPK594-2017	BGrp	VPK
Class	AF17-Monkeys	Status	Enrolled

Monthly Attendance Summary

Days Absent	0
Days Present	18

- X Enrolled/Present
- A Absent
- T Terminated/Enrollment Ended
- * Closed
- Attendance has not started

[Save](#)
[Save & Exit](#)
[Cancel](#)
[Submit to Coalition](#)

VPK Attendance Processing.....



EFS Modernization Project Training Video Series


Office of Early Learning
May 2018



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SR Enrollments, Transfers and Terminations.....

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[Statewide SR Provider Contract](#)
[SR Contract Amendment](#)

Manage VPK Enrollments

Manage SR Enrollments

SR Enrollment Requests

View/Edit SR Enrollments

Broadcast Messages
No messages to display.

Coalition Messages

! Message	From
Enrollment Cancelled for Student Josefina Hernandez	Jose.Hernandez.uat+CP/
⚠ Please go to your School Readiness Enrollment	Jose.Hernandez.uat+CP/

Provider Site Summary

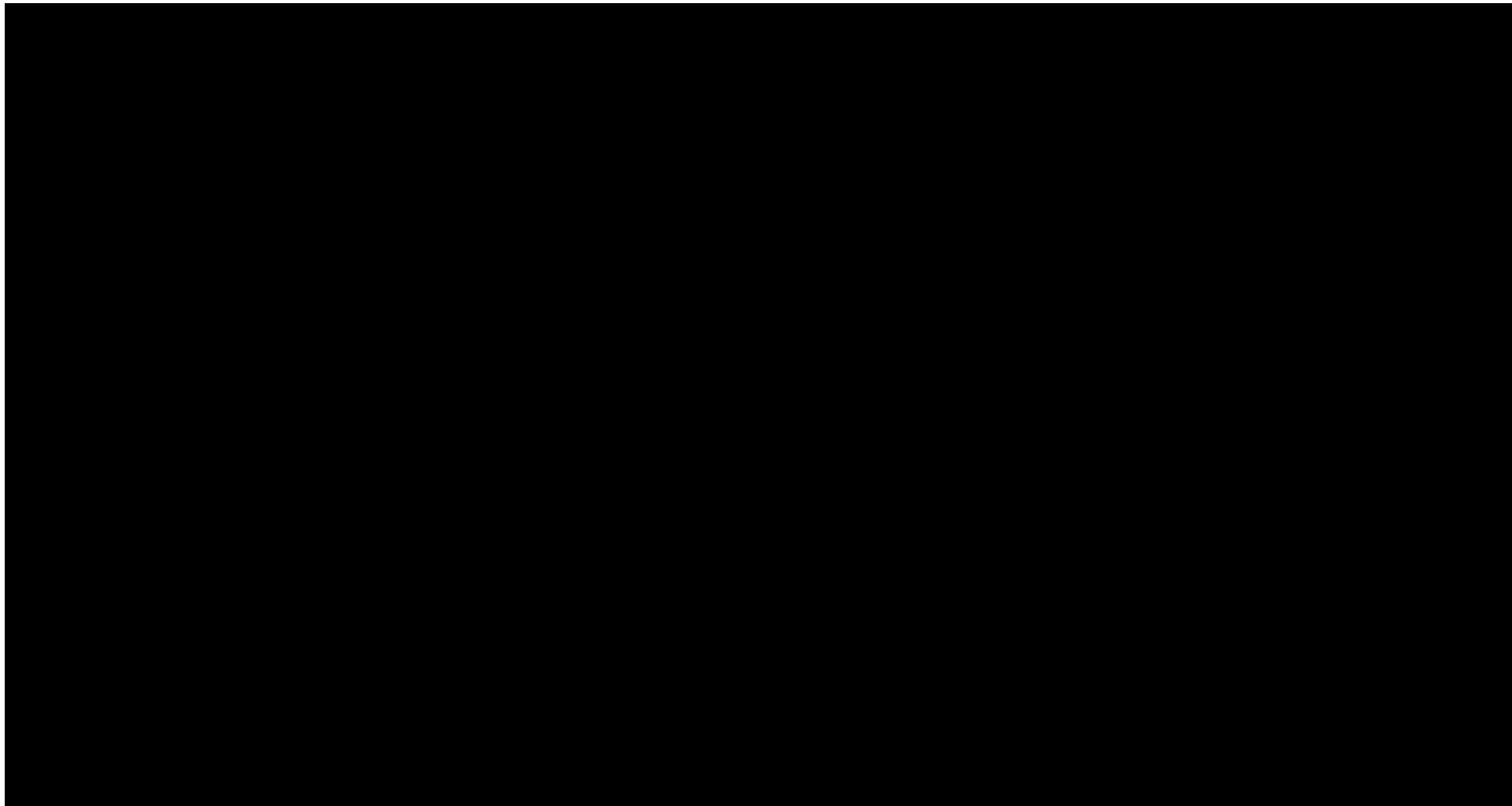
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Frequently-Used Links


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SR Enrollments and Terminations.....



SR Attendance Processing.....

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[Manage VPK Attendance](#)
[Manage SR Attendance](#)
[Reimbursement Details](#)
[Request Prior Period Adjustment](#)

Broadcast Messages
No messages to display.

Coalition Messages

Message	From
Enrollment Cancelled for Student Josefina Hernandez	Jose.Hernandez.uat+CPK
Please go to your School Readiness Enrollment	Jose.Hernandez.uat+CPK

Provider Site Summary

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SR Attendance Processing.....

SR Attendance Roster

Program Type * :

SR

Service Period * :

6/1/2018 to 6/30/2018

Coalition * :

ELC of Miami-Dade/Monroe

School Readiness (SR)

Due Date : 7/5/2018

Summary

⚠ Attendance has NOT been submitted to ELC of Miami-Dade/Monroe at this time.

Care Level

2YR, PR3, PR4

Hours Of Operation

M-F 6:00am-6:00pm

Total SR/Local Funding Students

4

Search:

Showing 1 to 20 of 20 entries

	Child Name	DOB	Age	Billing Group
1.	Ryan Gosling	10/12/2015	2y	BG8
2.	adriana rivas	6/8/2016	2y	BG8
3.	damian rivas	2/24/2014	4y	BG8
4.	Joe Smoke	5/15/2015	3y	BG1
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

Previous

Next

☞ Indicate the child's attendance below. Supporting documentation may be uploaded to the Document Management Library as needed.

Attendance Calendar

June 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
					FT	*
3	4	5	6	7	8	9
*	FT	X	X	X	X	*
10	11	12	13	14	15	16
*	X	X	X	X	A	*
17	18	19	20	21	22	23
*	X	X	X	X	X	*
24	25	26	27	28	29	30
*	X					

Child's Current Information

Name Ryan Gosling
 DOB 10/12/2015 Age 2
 BG8
 Status Enrolled

Attendance Information

Anticipated Start Date 6/5/2018
 Actual Start Date
 Last Date of Attendance

Absences

Fri 6/15

Days Absent 1
 Total days to be Paid 14

- X Enrolled/Present
- A Absent
- T Terminated/Enrollment Ended
- Closed
- Attendance has not started

Save

Save & Exit

Cancel


Submit to Coalition

SR Attendance Processing.....

Provider Services Portal x

Secure | <https://providerservicesbeta.floridaeearlylearning.com/?OELTransid=114b0b8c-9acf-42d1-b8e6-3da9cbc5da3f>

Select Language Powered by Google Translate



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[VPK Contract Amendment](#)

Manage SR Contracts
[Statewide SR Provider Contract](#)
[SR Contract Amendment](#)

Broadcast Messages

No messages to display.

Coalition Messages

! Message	From
⚠ Please go to your School Readiness Enrollme	jmcgheetest@gr

Provider Site Summary

Business name:	JMcGheeBETATesting
Doing business as:	JDM BETA TESTING
Provider ID:	9179
License number:	117711224
SSN / Federal ID number:	123789456

Frequently-Used Links

- [Bright Beginnings](#)
- [Core Competencies](#)
- [DCF Provider Training](#)
- [Early Learning Performance Funding Project](#)
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Uploading Monthly Sign In & Out Sheets.....

Provider Services Portal

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Broadcast Messages

No messages to display.

Coalition Messages

Message	From
Enrollment Cancelled for Student Josefina Hernandez	Jose.Hernandez.uat+CP@
Please go to your School Readiness Enrollment	Jose.Hernandez.uat+CP@

Provider Site Summary

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Uploading Monthly Sign In & Out Sheets.....

Document Library Manage... x

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Document Library Management


[FAQ]

Folder List

Folder Name	View	Upload	Date Updated	Updated By
Accreditation and / or Gold Seal (3 files)	View Files	Upload New File	10/25/2016	OELAdmin
Attendance (1 files)	View Files	Upload New File	09/01/2017	OELAdmin
Contracts (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Insurance Auto (1 files)	View Files	Upload New File	10/25/2016	OELAdmin
Insurance Liability (1 files)	View Files	Upload New File	10/25/2016	OELAdmin
Insurance-Worker Comp (1 files)	View Files	Upload New File	10/25/2016	OELAdmin
License or Exemption (2 files)	View Files	Upload New File	10/25/2016	OELAdmin
Miscellaneous (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Adjustment Request (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Classroom Transfer Forms (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Extended Absence Request (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Outstanding Parent Fee (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Reimbursement Report (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly Sign in-out Sheet (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
Monthly VPK Child Withdrawal Forms (0 files)	View Files	Upload New File	10/25/2016	OELAdmin
NEW FOLDER (0 files)	View Files	Upload New File	09/14/2016	Kimberly.Troke@oel.myflorida.com

Requesting Prior Period Adjustments.....

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Homework.....



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Enrollments

Manage VPK Enrollments

Manage SR Enrollments

SR Enrollment Requests

View/Edit SR Enrollments

Messages

No messages to display.

Coalition Messages

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SR Enrollments

SR Enrollments For

Show entries [Clear All Filters](#) Search:

Child Name	Birth Date	Age	Parent Name	Billing Group	At Risk	RW	Eligibility Start Date	Redetermination Due Date	Developmental Screening Due Date	Care Level	Unit of Care	Child Care Schedule	Full Time CoPayment	Part Time CoPayment	Enroll Date
<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>
Joe Smoke	05/15/2015	3	Jane Smoke	BG1	No	No	01/01/1900	05/18/2018	07/20/2018	PR3	FT		\$0.00	\$0.00	05/18/21
Ryan Gosling	10/12/2015	2	Elaine Gosling	BG8	No	No	06/05/2018	06/05/2019	07/20/2018	2YR	FT	Mon, Tues, Weds, Thurs, Fri	\$1.60	\$0.80	06/05/21
damian rivas	02/24/2014	4	andrea sellanes	BG8	No	No	06/05/2018	06/05/2019	07/20/2018	PR4	FT	Mon, Tues, Weds, Thurs, Fri	\$0.80	\$0.40	06/05/21
adriana rivas	06/08/2016	2	andrea sellanes	BG8	No	No	06/20/2018	06/19/2019	07/20/2018	2YR	FT	Mon, Tues, Weds, Thurs, Fri	\$0.80	\$0.40	06/20/21

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Homework.....

Any missing children, please email us..



Child Name	Birth Date
Filter	Filter
Joe Smoke	05/15/2015
Ryan Gosling	10/12/2015



Jose Hernandez

Director of Provider Payments

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Thank you....

Any questions or concerns?