

Provider Portal Bulletin



Let your scanner do all the hard work!

What is the Provider Portal?

The Provider Portal was created by the Office of Early Learning as a statewide computer information system to be used by Early Learning Coalitions across the state. The Statewide Provider Portal will be used for your profile, contracts, and document maintenance of VPK classrooms.

The Provider Portal is new and exciting! Through the Provider Portal providers will have direct 24/7 access to review program data and complete changes that previously would have been completed by phone, email, or in person.

Childcare Providers will be able to keep their Childcare Resource and Referral (CCR&R) Profile current by updating it directly through the Portal via their "Profile" this includes: hours of operation, ages of children served, curriculum, programs offered and contact information. CCR&R helps families locate quality child care and early education programs. Parents can now search for information about local child care options and develop customized lists of child care providers based on each family's specific child care needs. Keeping your program's information current ensures families can search for programs that meet their needs.

The OEL Portal will also serve families through the Family Portal. Families can register for services to include financial assistance for eligible low-income families to assist with early education and care costs utilizing the School Readiness (SR) assistance program. Parents can also apply for Florida's Voluntary Prekindergarten Education Program (VPK) or VPK Specialized Instructional Services (VPK-SIS) without even stepping foot into a Coalition office.

The Portal will streamline notifications directly from eligibility staff to Providers regarding new enrollments, terminations, and parent fee changes. This new system is a massive update to the current outdated system. Keep a lookout for emails regarding new functions as they become available.



Special Points of Interest

Ensuring that you have access to Internet Explorer or Google Chrome is critical. Also, having a working scanner will ensure that your transition to the Provider Portal is a smooth one.

Reimbursement & Attendance

Coming July 1, 2018 providers will be able to submit their child attendance rosters online. When providers log into the Provider Portal, all children they currently serve will populate, so no more forgotten student enrollments! Eligibility

and end dates for children will be available at all times for providers to view. School closures will immediately populate on the rosters. Attendance rosters will no longer need to be printed out. Rosters will now be completed in the

Portal for easy access by Coalition staff. Sign in/Sign out sheets will be scanned and uploaded into provider accounts, so no more shuffling paperwork between offices!