

Provider Points

Volume 2015 Issue 6

June Newsletter

CCIS of Delaware County
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TIME IS RUNNING OUT !!

Relative Neighbor Provider Mandated Reporter Training

Required by June 30, 2015

Effective Dec. 31 2014, persons mandated to report suspected child abuse must complete three hours of mandated reporter training by **June 30, 2015**. As a child care provider you are considered a "mandated reporter." You must complete a web-based training, "**Recognizing and Reporting Child Abuse: Mandated and Permissive Reporting in Pennsylvania**" accessible at www.ReportAbusePa.Pitt.edu. This training details your reporting responsibilities and takes about three hours to complete. In addition, course completion counts as three hours toward your 12 hours of required Relative/Neighbor training. When you complete the course, you will be presented with an on-line Certificate of Completion. **You must print this certificate immediately upon completing the course and provide it to CCIS of Delaware County by June 30, 2015.** It is advised that you maintain a copy for your records. If you have questions, please contact us at 610-713-2115.

SUBSIDIZED PAYMENTS WILL END FOR RN AND IH PROVIDERS THAT DO NOT SUBMIT A CERTIFICATE OF COMPLETION. CCIS WILL SUSPEND ENROLLMENTS AND END THE AGREEMENT ON 7/1/2015.

June Invoices are Due in the CCIS Office July 6, 2015 to be Eligible for the July 20th Check Mailing Date.

PLEASE submit your invoice the 1st through the 5th of the month.

Invoices cannot be accepted prior to the last day of the service month.

Please Note: End of Fiscal Year 6/30/2015

ALL MAY AND JUNE INVOICES DUE NO LATER THAN 7/31/2015

Per your signed Provider Agreement, ALL Providers must submit May and June 2015 Invoices to CCIS by close of Business FRIDAY 7/31/2015.

As of August 1, 2015 FY 14/15 books will be closed and invoices prior to July 1, 2015 will NOT be accepted.

CCIS of Delaware County will be CLOSED Friday July 3, 2015 in observance of Independence Day.





Attention All Providers:

Faxed Invoices

If you fax your invoice by the 6th of July, please call no later than Tuesday July 7, 2015 to ensure that we have received your invoice.

If you fax your invoice, it is YOUR responsibility to ensure receipt.

Please call the CCIS office to CONFIRM that your invoice was received. Please do not assume because you have a confirmation your fax was received. We often receive faxes that are blank or too dark to be read. If you have the confirmation and we can't read your fax—We did NOT receive it. However, please wait at least 5 hours after faxing your invoice before calling the CCIS office for confirmation. The waiting period will ensure that we have ample time to log all the invoices received. If you find that we did not receive your invoice **AFTER** you faxed it: You will need to provide the confirmation sheet (that has the OK) along with your resubmitted invoice by

Tuesday Afternoon July 7, 2015.

**Delaware County Department of
Human Services Webpage**

A new Human Services webpage has been created to assist the community to access services provided by the Delaware County Department of Human Services in a convenient and informative way. The provider monthly newsletter can be found on the CCIS page.

The website is accessible by typing www.delcohsa.org or through the County website at www.co.delaware.pa.us.

Attention Providers: School Age Enrollments

All school age children who are enrolled part-time and receiving a blended rate will have full-time schedules effective June 15, 2015. Please review your attendance invoice to confirm school age children who are eligible to receive full-time care are listed as full time on your invoice as of **June 15, 2015**. If there is a schedule issue please have parents contact the caseworker immediately to resolve the issue.

Volunteer as a Literacy Tutor

Continue the tradition of changing lives. Delaware County Literacy Council Celebrates 40 Years of Service

- Receive 12 hours of free tutor training
- Work one to one with an adult learner at convenient times and locations
- Next tutor trainings in Adult Basic Education and English as a Second Language

ABE: Mon/Wed Eves, July 13,15,20,& 22, 2015 6:30—9 PM

ESL: Sat, July 11, 2015 9 AM—2:30 PM, Mon & Wed July 13 &15, 6:30—9 PM and Thurs, August 6, 6:30—8 PM

- All trainings held at DCLC, 2217 Providence Avenue, Chester PA 19013
- Pre-registration and attendance at each session is required

Call Melina at 610-876-4811 or visit www.delcoliteracy.org