



**ELRC Region 15**

**20 South 69th Street, 4th Floor**

**Upper Darby PA 19082**

**Phone: 610-713-2115**

**Fax: 610-713-2233/2333**

**[ELRC15-Invoices@delcohsa.org](mailto:ELRC15-Invoices@delcohsa.org)**

## CONNECT HELP LINE

The CONNECT Help Line was established to be a central phone number for parents who want information about Early Intervention and/or a referral to their local Early Intervention Program for services and supports. Beginning in July 2018 and in response to the Office of Child Development and Early Learning's Announcement "Reduction of Expulsion and Suspension in Early Learning Programs in Pennsylvania", the CONNECT Help Line expanded its services to include referral to supports for early learning providers who are considering suspending or expelling a child.

As written in the announcement, the Office of Child Development and Early Learning (OCDEL), through the PA Key, will provide individualized support to providers to help reduce the occurrence of suspensions and expulsions. The support may include on-site coaching and consultation. Please note providers are not obligated to report incidents of suspension and expulsion to the CONNECT Help Line. However, if they wish to receive assistance and supports, the provider must contact the CONNECT Help Line at 1-800-692-7288 to be referred for services. The CONNECT Help Line operator will take the provider's information and send it to the PA Key so they can provide intervention and support.

### \*\*\*\*\* Invoice submission\*\*\*\*\*

Please utilize ELRC Region 15 designated email account for invoice submission. You will receive an email confirmation within one business day. We encourage Providers to scan and submit monthly invoices by email to:

**[ELRC15-Invoices@delcohsa.org](mailto:ELRC15-Invoices@delcohsa.org)**

**December Invoices are Due in the ELRC Office by January 7, 2019 to be eligible for the January 18th 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.*

### **Faxed Invoices**

**If you fax your invoice by the 7th of January please call no later than Tuesday January 8, 2019 to ensure that we have received your invoice. If you fax your invoice, it is YOUR responsibility to ensure receipt.** Please call the ELRC 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 ELRC 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 January 8, 2019.**

## **FREE SMOKE, FIRE AND CARBON MONOXIDE DETECTORS**

Are available to all City of Chester residential properties

Please call Fire Prevention Officer Kevin Postlewait at 610-447-7765 Ext 110 to schedule an appointment. The Chester Bureau of Fire Department will come out and install these detectors in your home. We will also complete a small home inspection to make your home a safer place for you and your family.

***The Early Learning Resource Center Region 15 invites you to participate in a  
STAR 2 Learning Circle***

Begins January 2019

Move up to STAR 2 by March 2019

**WHY should YOU participate?**

- Move up to STAR 2 and improve the quality of your program
- Become eligible for **higher** Subsidy reimbursement and STARS financial awards
- Ongoing support from a Technical Assistant and your Quality Coach

Meeting times will be available to support Family Providers

Tentative Schedule: Locations to be determined

**January 8th**, - Meet for Orientation, Delco Community College

**January 22nd** Individual Check In's

**February 5th** Learning Circle 1

**February 19th** Individual Check In's

**March 5th** Learning Circle 2

**March 19th** Move up to STAR 2!

***If interested please RSVP no later than 12/28/2018 to one of the below:***

Quality Coach— Vickie Forker vforker@phmc.org or 215 756-5018

Quality Coach—Elizabeth Gould egould@phmc.org or 267 273-6517

STARS Manager—Tammy Jolaoso tjolaoso@phmc.org or 267-294-4647

***The ELRC Staff would like to wish you and your families  
a very Happy Holidays!!***

**The ELRC office will be closed Monday 12/24, Tuesday  
12/25 and Tuesday 1/1/2019.**

