

**From:** PW, OCD Subsidized Child Care

**Sent:** Thursday, August 30, 2007 2:48 PM

**To:** Zitsch, Michelle L; Beatty, Laura; Berry-Jennis, Debra A (CCIS); Berryman, Linda L; Blass, Joanne L; Bowery, Sandra E; Brenner, Ellen; Broman, Linda K; Brownfield, Frances A; Buchanan, John; Bucks County-CCIS; Carr, Charles; Carroll, Helen; Chang, Caulyn; Clark, Stephanie L (CCIS); Dillman, Daniel; Diss, Denise L; Erb, Regina; Esgro, Betsy; Finkelstein, Norma; Foley, Mary S; Gamboni, Jill; Gannon, Anthony; Gilgoff, Elizabeth R; Greenwald, Paul; Guinane, Thomas; Hartman, Meme R; Hartzell, Cathy; Hogan, John; Kikta, Ronald; Kimmel, Timothy M (CCIS); Kosarek, Deanna K; LaRose, John; Lukus, Dorothy A; Mack, James; Maietta, Judy L; Montgomery, Tish; Pilch, Cheryl R; Piroli, Joseph; Place, Marci; Porter, Jill A; Pricener, Deborah S; Ralph, Alease; Reina, Candice L; Reinheimer, JoAnne; Rogers, Diane P; Rontz, Amy; Rychalsky, Catherine R; Sallavanti, Phillip; Schwab, Alice; Secrest, Lori A; Skody, Richard; Spang, Linda; Steele, Paula; Streightiff, Amy C; Thomas, Shirley; Torbert, Patricia; Urban, Ronald L; Valente, Lorita; Walker, Ann; Whitson, Connie; Wytovich, April M; Merritt, Julie N; Dorris, Amanda K; Harrison, Susan; Lau, Jennifer; Wolesslagle, Carissa; Benson, Nancy M; Bower, Leokadia; Buczeskie, Nancy; Frein, Robert J.; Grumbine, Brett; Hoffman, Kelly; Ibberson, Nadine; Kemerer, Wendy J; Loftus, Zoe A; Martin, Cheryl A (DPW); Mercadante, Karen L.; Monk, Leigh Ann; Myers, Patricia A (DPW-OCD); Rhine, Melanie; Shaner Wade, Terry L; Shank, Jenna; Shaw, Leslie A; Stayner, Debra L; Walters, Marci L; Williams, Yvette; Wert, Daniel G.; Caprio, Barbara C.; Guytonwallace, Lillie; Huth, Kathleen A.; Pilkington, Vicki; Robinson, Delores; Rubin, Laurinda F.

**Subject:** Policy Communiqué #07-12 Duplicate Regulated Providers in CCMIS

**This message is from the Division of Policy**

**Title:** Duplicate Regulated Providers in CCMIS

**Priority:** Low

**Category:** Informational

**Action Required:** Read and distribute to appropriate staff.

**Response Required:** None

**Purpose:**

The purpose of this Communiqué is to inform you that the Office of Child Development and Early Learning (OCDEL) Regional Certification staff will be cleaning up remaining duplicate regulated providers in CCMIS.

**Discussion:**

The OCDEL Certification staff began closing remaining duplicate regulated child care provider locations in CCMIS beginning August 28, 2007. Certification staff will determine which providers to close based on the existence of an R&R profile, subsidy agreement and enrollments and based on which facility ID has the correct legal entity and tax number.

As a result, Certification staff may contact your CCIS to discuss closing a facility or your Provider staff may see an alert that a facility is being closed. If enrollments are involved, locations will be

closed with a future date to allow you to move any necessary enrollments to the provider location which will remain open.

We anticipate that this project will be completed by October 31, 2007.

If you or your staff become aware of any other potential duplicates that are not cleaned up through this effort, please report them directly to Susan Harrison (sharrison@state.pa.us).

**Next Steps:**

- 1) Review and distribute this Communiqué to appropriate staff members.

OBSOLETE