Seattle Department of Education & Early Learning

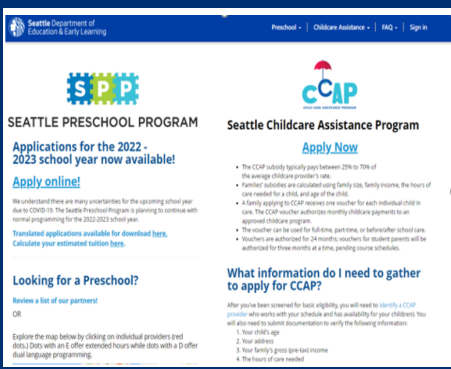## CCAP — CHILD CARE ASSISTANCE PROGRAM

CHIPS PROVIDER PORTAL COMING SPRING 2022!
CHILD INFORMATION PROVIDER SYSTEM

APRIL

- ✓ Current CHIPS users (SPP providers) + CCAP Early Users, sign up for training guides to submit CCAP April 2022 attendance logs online beginning in May

- ✓ Any existing user logins will not change

- ✓ To login, SPP providers will use the Preschool link and CCAP providers will use the Childcare Assistance link. If you provide both programs, you'll need to enter attendance for the same child in both program sections in the portal

- ✓ Training materials will be available in multiple languages both video and written guides
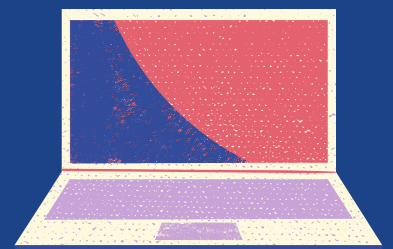
MAY

- ✓ For May attendance logs, all CCAP providers that have not yet used the portal in April will receive a CHIPS invitation to enroll by end of May. We'll be reaching out to CCAP providers with current active vouchers first

- ✓ As a CCAP provider, you will be able to complete CCAP attendance from any laptop, desktop, tablet or mobile phone

- ✓ One on One Technical Assistance training sessions by CCAP Education Specialists will be scheduled starting in May honoring language preferences

JUNE

- ✓ For June attendance logs, all CCAP providers not yet using the portal tool will be contacted, focusing on CCAP providers that may not have any current vouchers

- ✓ One on One Technical Assistance training sessions and group training sessions will be available

JULY

- ✓ Attendance logs via email will discontinue and all logs will be submitted via CHIPS Provider Portal for new and existing providers

- ✓ CCAP Providers will use the online CHIPS Provider Portal for CCAP attendance and approving new vouchers moving forward

- ✓ CCAP Providers may submit their most current rates using the CHIPS Provider Portal Tool with additional training and suppport as needed

CONTACT US

For general CHIPS support: chips@seattle.gov

For CCAP Provider support: ccap-provider-help@seattle.gov

For DEEL support via phone: 206-386-1050