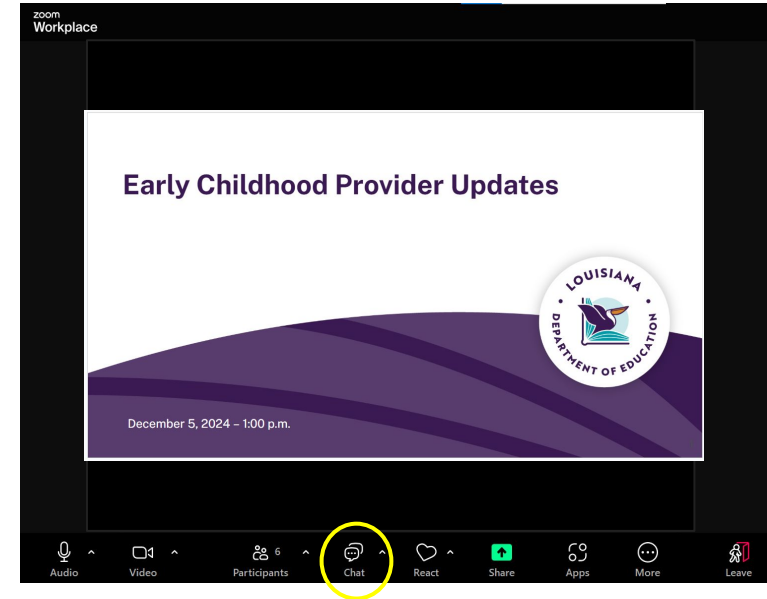# Questions During the Webinar

- Utilize the "Chat" feature during the webinar to share with the Department questions you may have.

- **Include your e-mail address with your question**, so that we may follow up with you directly for some individual questions.

March 6, 2025 – 1:00 p.m.

Early Childhood Provider Updates
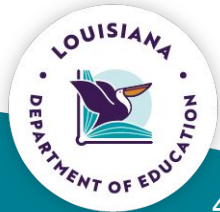
March 6, 2025 – 1:00 p.m.

Welcome

Welcome–

Assistant Superintendent Barry Carter,

Office of Early Childhood Care and Education

Agenda

- Welcome
- Child Care Assistance Program (CCAP) Reminders & Updates
- Licensing Reminders & Updates
- Child Care Criminal Background Check (CCCBC) Reminders & Updates
- Teaching and Learning Reminders & Updates
- EdLink System Reminders & Updates
- Announcements & Upcoming Events

Questions During the Webinar

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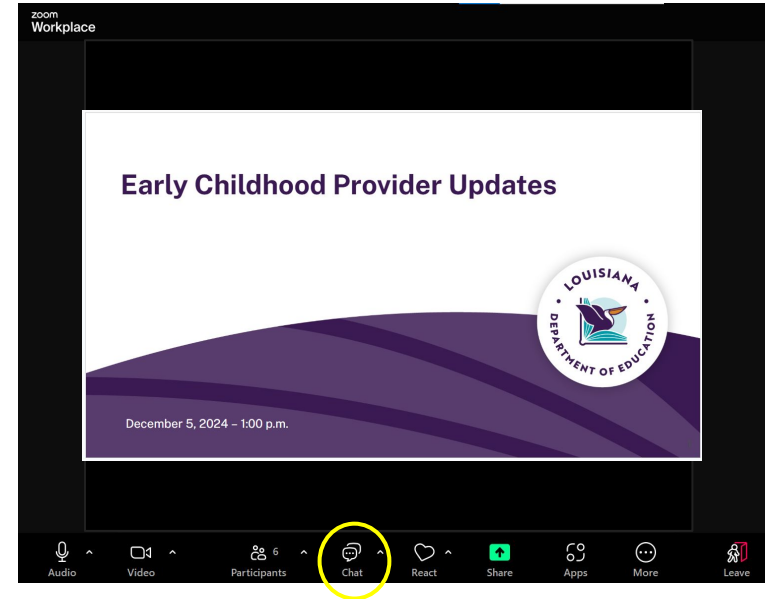
Child Care Assistance Program (CCAP)

Reminders & Updates

New CCAP Sliding Fee Scale

The new 2025 CCAP Sliding Fee Scale has been released by the Department:

- The parent's copayment and qualifying income has been calculated using the new scale as of February 3, 2025.

- Additional families may now be eligible for CCAP based on the new scale.

- Providers should immediately adjust families' co-pay amounts to be reflective of the new CCAP Sliding Fee Scale.

2025 CCAP Sliding Fee Scale

Copay	2 persons			3 persons			4 persons			5 persons		
$0	$0	-	$3,474	$0	-	$4,292	$0	-	$5,109	$0	-	$5,927
$2.00	$ 3,475	-	$3,746	$ 4,293	-	$4,627	$ 5,110	-	$5,509	$ 5,928	-	$6,390
$3.00	$ 3,747	-	$4,017	$ 4,628	-	$4,962	$ 5,510	-	$5,908	$ 6,391	-	$6,853
$8.00	$ 4,018	-	$4,289	$ 4,963	-	$5,298	$ 5,909	-	$6,307	$ 6,854	-	$7,316
$10.00	$ 4,290	-	$4,614	$ 5,299	-	$5,700	$ 6,308	-	$6,786	$ 7,317	-	$7,872

Copay	6 persons			7 persons			8 persons			9 Persons		
$0	$0	-	$6,744	$0	-	$6,898	$0	-	$7,051	$0	-	$7,204
$2.00	$ 6,745	-	$7,271	$ 6,899	-	$7,437	$ 7,052	-	$7,602	$ 7,205	-	$7,767
$3.00	$ 7,272	-	$7,798	$ 7,438	-	$7,975	$ 7,603	-	$8,153	$ 7,768	-	$8,330
$8.00	$ 7,799	-	$8,325	$ 7,976	-	$8,514	$ 8,154	-	$8,704	$ 8,331	-	$8,893
$10.00	$ 8,326	-	$8,957	$ 8,515	-	$9,161	$ 8,705	-	$9,365	$ 8,894	-	$9,568

Copay	10 persons			11 Persons						12 Persons		
$0	$0	-	$7,358	$0	-	$7,511				$0	-	$7,664
$2.00	$ 7,359	-	$7,932	$ 7,512	-	$8,098				$ 7,665	-	$8,263
$3.00	$ 7,933	-	$8,507	$ 8,099	-	$8,684				$ 8,264	-	$8,862
$8.00	$ 8,508	-	$9,082	$ 8,685	-	$9,271				$ 8,863	-	$9,460
$10.00	$ 9,083	-	$9,772	$ 9,272	-	$9,975				$ 9,461	-	$10,179

Prospective Payments

- Later this spring the Child Care Assistance Program (CCAP) will transition to paying providers prospectively, in accordance with new federal regulation.

- This change to advance payments will help support better provider stability.

- The LDOE will share more specifics about the transition in coming monthly webinars and e-mail blasts to providers.

Child Care Assistance Program Reminders & Updates
For questions contactl LDECCAP@la.gov.

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Prospective Payments

So that the LDOE can ensure integrity with administering prospective payments, providers must establish enrollment prior to receiving the prospective payment.

- The Department is working with KinderSystems to simplify the enrollment establishment process for providers.
- Providers must verify attendance. If attendance is not verified within 30 days, providers will receive a Warning Notice and will be required to attend a mandatory Attendance Training.
- Additionally, providers must notify the Department through the [Provider Help Desk](#) [Ticket System](#), within 10 days of a transferred or dropped child from their child care roster.
- If providers do not submit attendance within 60 days, the Department reserves the right to suspend payments until the provider demonstrates compliance with timely submission of attendance.

Child Care Assistance Program Reminders & Updates
For questions contactl LDECCAP@la.gov.

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KinderConnect Attendance Tracking

- Providers caring for CCAP-certified families are required to track daily attendance in the KinderConnect Attendance Tracking System.
  - Providers who use a Child Care Management System (CCMS) other than CenterTrack must ensure that their system is connected to the KinderConnect System with KinderBridge (API).
  - If you are having difficulty with the API connection or do not know whether your CCMS is connected to the KinderConnect System, please contact KinderSystems at 1-888-829-9258 or via e-mail at supportLA@kindersystems.com.
  - CenterTrack is a free CCMS offered by KinderSystems that Louisiana providers may obtain and use.
- Additionally, providers must monitor the KinderConnect portal daily to observe for successful check-in/check-outs for **all** certified children in attendance.
  - Attendance should be noted in the site's CCMS **and** a physical attendance log when care is provided. Providers must ensure that daily attendance in the KinderConnect portal **matches** the site's physical attendance log.
  - The LDOE suggests that providers check the portal after the morning check-in and at the end of the day after the final check-out.

Underutilization Monitoring

Providers who check the KinderConnect portal daily for successful attendance are aiding parents in maintaining their CCAP certification:

- Providers must submit attendance logs weekly through KinderConnect.

  - Immediately addressing incomplete attendance in KinderConnect means parents will not be included on an LDOE Underutilization Report.

  - Speaking with parents (i.e., "Sponsors") whose physical attendance indicates a discrepancy in the KinderConnect portal (i.e., no attendance in KinderConnect or an incomplete attendance alert), and **having the parent correct the missing KinderConnect entry timely**, means that parents will not be included on an LDOE Underutilization Report.

- Timely reporting children that no longer attend or never attended a child care site means parents will not be included on an LDOE Underutilization Report.
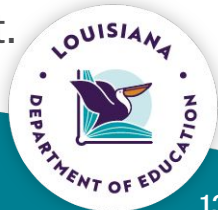
Underutilization Monitoring

- If a family receives a letter from the LDOE that indicates they are on the LDOE CCAP Underutilization Report and child care services are still needed, the family should contact the Department immediately at 1-877-453-2721 to state that child care services are still needed.
  - Timely receipt of the call to the Department will prevent closure of the family's case.

- If the case is closed due to the family appearing on the LDOE CCAP Underutilization Report, the parent will have to reapply and, if still deemed eligible, will be placed on the Waiting List until additional funds are available for Child Care Assistance.

Child Care Assistance Program Reminders & Updates
For questions, contact LDECCAP@la.gov.

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CCAP Monthly Call for Providers

Providers can access the next Monthly Call using the information below:

- **Webinar Date/Time:** Thursday, March 20, 2025 at 1 p.m.
- **Webinar Link:** https://ldoe.zoom.us/j/93833988621?pwd=dPW5gRlig7HhsF2UbbK8Pd5tE8p5Ns.1

- **Phone Number:** 1-470-381-2552
- **Meeting ID:** 972 3350 6494
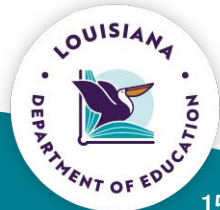
Licensing

Reminders & Updates
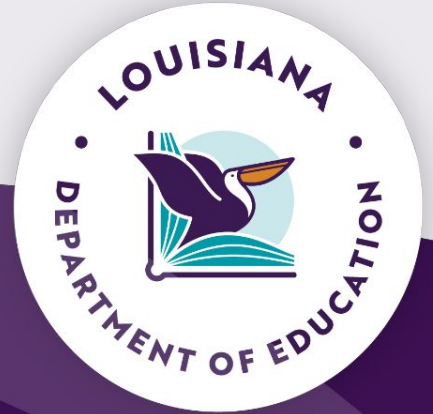
Beware of Phishing E-mails–Do Not Reply!

From: Louisiana Department of Education <events@anoj.us>

Subject: 2025 Louisiana Department of Education Information Verification

LOUISIANA DEPARTMENT OF EDUCATION

2025 Louisiana Department of Education Information Verification

Licensed Center and Licensed Exempt Providers
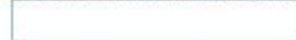
Kindly verify if the information below is correct and up to date.

Note: This verification link below will expire in 24 hours, and if we do not receive your verification / update before the link expires, we will have to revoke your license.

License Number	
Facility Name	
Street Address	
City	
Parish	
Facility Phone Number	
License Type	
Notification Email	
Director	
Director Designee	

CLICK HERE TO UPDATE OR VERIFY YOUR INFORMATION.

The information provided is informational, confidential, and privileged, and is not to provide legal advice. Unless you are the intended addressee (or authorized to receive for the intended addressee), you may not use, copy, disclose, or forward the message or any information contained in the message without the sender's permission. If you have received this message in error, please advise the sender by reply email and delete the message.

Licensing Reminders & Updates

Contact your licensing consultant with questions or to report a suspicious e-mail.

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Capacity

There are two reasons a center may receive a re-measurement initiated by the LDOE:

- The LDOE needs a current floor plan on file or
- Changes have been made to the center without notification to Licensing

If the LDOE re-measures for a current floor plan to be on file, this will not negatively affect the center's capacity; if a Specialist verifies a change has been made to the license space, a re-measurement would take place, and that re-measurement may affect the center's capacity.

Once the capacity of a center has been determined, a floor plan indicating the indoor and outdoor capacity of the facility and the capacity of each area deemed as licensed space will be issued for the center.

Keep in mind that this capacity issued by the LDOE cannot be exceeded and that licensed space must be used only by children in care and center staff during hours of operation.

Capacity

Capacity

Outdoor Play Space

As a reminder,

- The outdoor area of an early learning site must be free of hazards.
- All equipment used by children must be in a clean and safe condition and in good repair.

The outdoor play space must be enclosed with a permanent fence or other permanent barrier that

- Protects children from traffic hazards
- Prevents children from leaving the premises without proper supervision
- Prevents contact with animals or an unauthorized person

Crawlspaces and mechanical, electrical, or other hazardous equipment must be inaccessible to children.

Hazards - Water Beads

- **Water beads can be a danger to young children and can be deadly if swallowed.**

- While water beads may look harmless, if ingested they can lead to choking, internal injuries, and even death if left undetected.
  - Water beads can grow up to 100 times their original size when exposed to water.
  - Water beads inserted into ears can damage ear structures, causing hearing loss and requiring surgery.

- The Consumer Product Safety Commission urges the removal of this product entirely from child care centers.

Child Care Criminal Background Check (CCCBC)

Reminders & Updates

Maintaining the CCCBC Roster

Keeping the Child Care Criminal Background Check (CCCBC) roster up-to-date is essential for compliance with _Bulletin 137 §1807 B_. The instructions below detail how to manage a center's roster effectively:

Removing Former Employees:
To maintain an accurate roster, promptly remove any staff members who are no longer employed by following the steps below:
1. Navigate to the "Eligible for Child Care Purposes" queue
2. Click the "delete" icon next to the former employee's determination letter

Maintaining the CCCBC Roster

The instructions below detail how to manage a center's roster effectively:

Adding New Employees with an Existing CCCBC Determination:
If hiring someone who already has a CCCBC, follow these steps:

1. Log into your provider dashboard
2. Click the "New Application" tab
3. On the New Applicant Page, identify the applicant by either
   - Entering their Social Security Number (SSN) or
   - Selecting "Applicant has no SSN issued" if they are entered in the CCCBC System by their driver's license number
4. Upload a signed consent form

Maintaining the CCCBC Roster

The instructions below detail how to manage a center's roster effectively:

Applicants with Existing CCCBC No Longer Associated with an Early Learning Center Exceeding 180 Days:
Applicants with existing CCCBCs that have not been associated with any early learning center within 180 days are required to complete a new CCCBC application.
- Providers can initiate a new CCCBC application by selecting the box "applicant has no SSN issued" and entering the applicant's driver's license number.
- If an error message stating "email address already in use" appears, a new e-mail address is required.

Maintaining the CCCBC Roster

The instructions below detail how to manage a center's roster effectively:

Adding New Employees in "Corrections Requested" or "Provisional" Status:
If hiring an individual who already has a CCCBC but the application status is "Corrections Requested" or "Provisional," providers should e-mail LDECCCBCprocessing@la.gov for required information.

Teaching and Learning

Reminders & Updates

Provider School Readiness Tax Credits (SRTCs)

The Provider School Readiness Tax Credit (SRTC) is aligned with Performance Profile Ratings issued through the unified quality rating system that is established by the Board of Elementary and Secondary Education in _Bulletin 140_.

- The amount of the tax credit is based on the quality of the center and the number of eligible children served.
- The number of eligible children served includes children attending the site through the Child Care Assistance Program (CCAP) and children who are in foster care under the custody of DCFS.

Provider School Readiness Tax Credits (SRTC) letters for the 2024 tax year were mailed by the Department in late February 2025. These letters include the "Certificate of Star Rating" and "Average Number of Children."

Provider School Readiness Tax Credits (SRTCs)

The average monthly number of eligible children, aged birth to five, included within the Provider SRTC amount is calculated as outlined in R.S. 47:6105 and is based on attendance, not enrollment:

- A child is considered full-time when the CCAP or foster care program pays for at least 12 days of service per child during the month. Two part-time participants may be combined to equal one full-time participant for purposes of this calculation.
- A child is considered to be attending part-time when CCAP or the foster care program pays for at least 40 hours of service per child during the month or CCAP or the foster care program pays for at least 5 days but no more than 11 days of service per child during the month.

Provider School Readiness Tax Credits (SRTCs)

On the Provider SRTC letter, the average number of children for each month of the calendar year was calculated based on payments made for children in that month, including any months with no payments, and the months averaged over the 12 month period total:

- Months in which a site did not care for any qualifying children were included in the average, with zero children for that month(s).

Other School Readiness Tax Credits (SRTCs)

- SRTCs support child care directors and teachers in eligible early learning sites to provide a high-quality early learning experience for children as well as recognize these professionals for their education and commitment to the field.
    - Louisiana Pathways began mailing tax forms for teacher and director SRTCs in January 2025.

- The Family SRTC is an additional state child care tax credit for taxpayers with children who are under the age of 6 and enrolled in an eligible child care site and supports families based on care child expenses, income, federal and state child care tax credit, and the quality rating of the site.
    - The Department mailed Family SRTC forms in January 2025.

School Readiness Tax Credits (SRTCs)

In order to claim family, teacher or director School Readiness Tax Credits, individuals must file a tax return:

- The Volunteer Income Tax Assistance (VITA) program offers free tax help to lower-income individuals who need assistance in preparing their own tax returns. This assistance is offered by IRS-certified volunteers and provides free basic income tax return preparation with electronic filing to qualified individuals.
- Please contact 2-1-1 for more information or to make an appointment for assistance in filing a tax return.
- For VITA programs in your area, visit the Louisiana 211 website.

EC Learn Online Training Platform

- *EC Learn* is the LDOE's Early Childhood free, online training and learning resource, where early childhood educators can enroll in and access free continuing education courses.

- Individuals may access *EC Learn* by typing https://eclearn.doe.louisiana.gov/ in the address field of a browser window:

https://eclearn.doe.louisiana.gov

Early Childhood Health & Safety Training

- Current early childhood course listings on the ***EC Learn*** landing page include
  - Medication Administration in Child Care - 3 credit hours
  - Safe Environments in Child Care - 1 credit hour
  - Food Safety in Child Care - 1 credit hour

- The Department is currently preparing two additional health and safety trainings, "Infectious Diseases" and "Sanitation in Child Care," which will be available in *EC Learn* by April 2025.

EC Learn Training Certificates

EC Learn participants will be e-mailed a copy of the training certificate within 24 hours of successful completion of the final course exam. Additionally, participants can view and download training certificates or a training transcript from their Student Dashboard.

- On the Canvas Catalog Dashboard, click the "Completed" tab.
- To view the certificate, click the "View" link. To download the certificate, click the "Download" link.
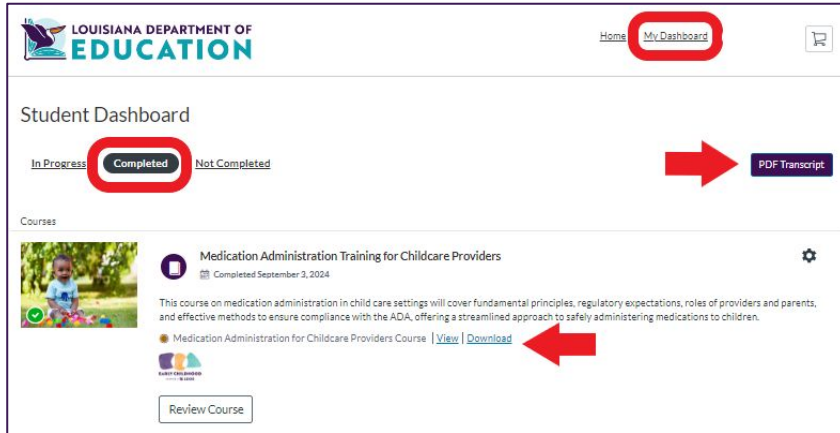
Download a PDF transcript of all completed courses in the "**Completed**"portion of your Dashboard.

Educator Background Credentialing

Starting January 1, 2025, Louisiana law (R.S. 17:8.9) requires a criminal background check (CBC) for teacher certification, beyond that which is required for employment purposes as directed in RS 17:15. Federal law mandates that separate CBCs be done for different purposes; therefore, a background check used for employment cannot also be used for certification.

- A criminal history check will be required before a teaching certificate can be issued, renewed, advanced, or modified.
- Certification processes, forms, and technology are being revised to integrate the CBC requirement.
- Certification applications submitted before January 1, 2025, are processed without additional CBC requirements.

Teaching and Learning Reminders & Updates
Submit questions via the Teacher Certification Help Portal.

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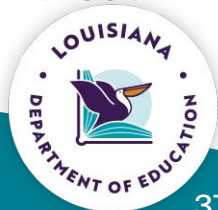
EdLink System

Reminders & Updates
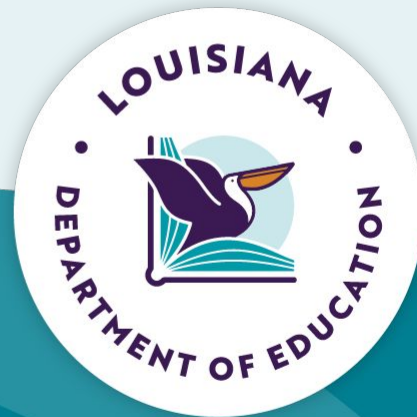
EdLink Features Scheduled for March 2025 Release

In response to feedback from providers, several feature updates are being made in EdLink:

- **Initial/Renewal/Edit Applications for Staff Members** - Streamlined the process of adding/editing staff members via EdLink by requesting fewer required documents
- **Application Withdrawals** - Provides options for a user to withdraw their application and for EdLink to communicate to EC staff that a user has withdrawn the application, flagging EC staff to assess the next steps
- **EdLink Document Viewer Version 2** - Updates the display to enable users to rotate, download, print, and fit to screen, to support users with day-to-day activities of printing and storing documents
- New Training videos are located at https://louisianabelieves.com/early-childhood/edlink-training.

EdLink Reminders & Updates

EdLink Updates – "Required Documents"

EdLink Updates - Application Withdrawals

EdLink Updates - Edlink Document Viewer 2.0

Options to rotate, download and print

-*- Demonstration Powered by OpenText Exstream 08/06/2024, Version 16.6.40 64-bit (DBCS) -*-

Louisiana Department of Education
Division of Licensing
P.O. Box 4249, Baton Rouge LA 70821
Ph: 225-342-9905, 1-877-453-2721

DEPARTMENT of
EDUCATION
Louisiana Believes

Statement of Deficiencies

Provider Summary

Facility Details

Facility Name	**License Number**	**License Expiration Date**
A BAT ELC 2.5 Testing for Center staff	20263852	N/A

Anniversary Month	**Program Type**	**Inspection Type**
N/A	Child Day Care	Initial Inspection

EdLink Reminders & Updates

Announcements & Upcoming Events

TEACHER LEADER SUMMIT 2025

A *New Story* for LOUISIANA EDUCATION

June 10-12 | New Orleans Ernest N. Morial Convention Center

Teacher Leader Summit 2025 celebrates Louisiana's historic education progress and sets the stage for the next chapter of success. Educators across the state are writing a new story for Louisiana education by accelerating academic achievement and fostering student growth. This year's Summit theme, "A New Story for Louisiana Education," highlights the collective effort of educators to continue moving our state forward.

Join us this summer as we celebrate the end of one school year, and prepare to make an even bigger impact for the academic year ahead.

Please contact **LDOEevents@la.gov** with questions.

TEACHER LEADER SUMMIT 2025

A *New Story* for LOUISIANA EDUCATION

Objectives of Teacher Leader Summit:

Improve the everyday practice of educators in Louisiana by building **knowledge and skills**.

Provide opportunities for educators to **collaborate and share best practices**.

Equip educators with **high-quality strategies, resources, and professional learning** aligned with Louisiana's educational priorities.

Empower and inspire educators to take on an even greater **leadership role** within their classrooms, schools, and school systems.

Please contact **LDOEevents@la.gov** with questions.

TEACHER LEADER SUMMIT 2025

A *New Story* for LOUISIANA EDUCATION

Registration is now open!

Registration for this event will be on a first-come, first-served basis. As space is limited, early registration is encouraged. **There will be no on-site registration**.

- **Early Bird Registration**: $249 (Feb. 10-March 14)

- **Regular Registration**: $299 (March 15-April 18)

REGISTER HERE!

Please contact **LDOEevents@la.gov** with questions.

LA GATOR Scholarship Program

Student applications for the **LA GATOR Scholarship Program** are now open for the 2025-2026 school year. Parents can use these funds for approved educational services, such as the following:

- School tuition and fees at over 240 nonpublic schools
- Tutoring and educational therapies
- Textbooks and curricula
- Dual enrollment courses
- Uniforms

LA GATOR Scholarship Program

For a student to be eligible for an ESA, the student must be a resident of Louisiana and meet one of the following requirements:

- Participated in the Louisiana Scholarship Program (LSP) in the previous school year
- Entering kindergarten
- Enrolled in a public school the previous school year
- From a family with total income at or below 250% of federal poverty guidelines

How to Apply

Parents interested in applying for the LA GATOR Scholarship Program should visit lagator.la.gov to submit their application by **April 15, 2025**.

The LDOE has partnered with Odyssey to manage the program's application process and marketplace. Parents with questions about the program or application process can access support through the following:

- Submit a Help Desk Ticket
- Email Support: help.la@withodyssey.com
- Call Center: 225-422-1538

KinderSystem March Webinar

Learn about CenterTrack, a Child Care Management System (CCMS) free to Louisiana child care providers! Interested participants can access the webinar using the information below:

- **Webinar Date/Time:** March 19 at 12:00 p.m.
- **Webinar Link:** https://kindersystems.zoomgov.com/j/1610113561?pwd=kGbjS5dq1742Y99sjkBiVgZh3t1YLo.1
- **Meeting ID:** 161 011 3561
- **Passcode:** 100

Monthly Office Hours for New Directors

The LDOE team holds New Director webinars that focus on topics related to early childhood quality or operations while also helping to expand new directors' network of peers.

This month's topic is "Infant Safe Sleep Practices." Participants will learn the importance of proper infant care, including safe sleep best practices in child care settings. Also, participants will be provided with information on accessing **EC Learn**, the free, online professional development opportunity for early childhood educators.

Attendees can access the webinar using the information below:
- **Webinar Date/Time:**   March 28 at 12:00 p.m.
- **Webinar Link:**   https://ldoe.zoom.us/j/93015014527?pwd=WfJgjcO9gVqJFtYDs3Il9traYaMqv3.1
- **Phone Number:**   1-346-248-7799
- **Meeting ID:**   930 1501 4527
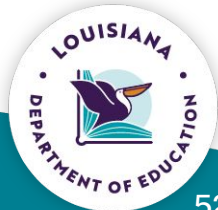- **Passcode:**   012444

Monthly Provider Webinar

Providers can access the next provider webinar using the information below:

- **Webinar Date/Time:** Thursday, April 3, 2025 at 1 p.m.
- **Webinar Link:** https://ldoe.zoom.us/j/93597745872
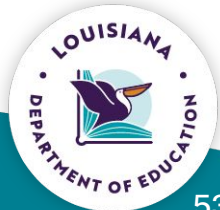- **Phone Number:** 1 470 250 9358
- **Meeting ID:** 935 9774 5872
- **Passcode:** 641464

Provider Webinar Slides

This month's webinar slides will be available early next week on the Louisiana Believes website.

Contact Information

Child Care Licensing
- Call 225-342-9905
- Email ldelicensing@la.gov or email licensing consultants directly

Child Care Assistance Program (CCAP)
- Call 225-250-7635 or 225-614-5917
- Email ldeccap@la.gov or enter a ticket at the Provider Help Desk

Child Care Provider Certification
- Email providercertification@la.gov

Child Care Criminal Background Checks (CCCBCs)
- Call 225-342-2716 or 225-342-5311 or email ldeCCCBCBprocessing@la.gov

General Early Childhood Support
- Email earlychildhood@la.gov