Welcome to MCC 2.0 DATA VALIDATION WEBINAR
Call in number: 1.866.899.4679
Passcode: 170-985-469
5/2/2019
Technical Support

Adobe Technical Support Pod

GoToMeeting Chat Window

Hailey Lee: Please feel free to use this chat box if you're experiencing any technical difficulties.

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To: Everyone

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Adobe Connect – Asking Questions

Q&A Pod
INTRODUCTION
Objectives

• Share an overview of MCC 2.0 data validation
• Share the resources available to complete validation
• Train on data validation concepts and instructions
• Share validation timeline, and next steps once validation is complete
OVERVIEW OF MCC 2.0 DATA VALIDATION
Reminder: What is MCC 2.0?

• Expanded functionality with major system-wide changes for families and programs
• Transition to new hosting facility (Defense Information Systems Agency (DISA))
• Migration to a new database/infrastructure
Transition to 2.0: Timeline

MCC 1.X

Changes to Program Content & Program Users Stop (26 April)

MCC 2.0 Soft Launch (3 weeks prior to Go Live)

Week 1 (Week of 6 May):
MCC Coordinators validate program, care option & user information in MCC 2.0

Weeks 2&3 (Weeks of 13 and 20 May):
MCC team does final preparation to ensure data is correct in MCC 2.0

Reconfirm Stops (17 May)

System Outage (3 days prior to Go Live) (24-27 May)

System Outage

Offers Stop (21 May)

Go Live

28 May 2019

Changes to Program & Program Users Stop (26 April)
MCC 2.0 Data Changes

• Changes to the care structure (e.g., programs and care options):
  – Are the foundation of MCC 2.0
  – Impact various system processes

• Goal was to:
  – Align MCC’s basic care structure with how programs do business
  – Make the system more flexible support business practices and future enhancements
Data Validation Overview

• Data has been migrated from MCC 1.X to MCC 2.0 and extensively tested
• Installations must now review data in MCC 2.0
• Goal is to ensure:
  – Program profile and care option data is accurate and reflect care that programs offer
  – Families can easily find the care they need
  – Program users have the correct permissions in MCC to do their daily tasks
Data Validation Responsibilities

• **Immediately:** Inform Data Validation Support if any new delegates will need to access MCC during soft launch

• **Week of 6 May:** Conduct validation for all program users, program/provider profiles and care options
  
  • Make or request updates as needed and confirm completion by **10 May**
Data Validation Responsibilities Cont.

• **10 May – 31 May:**
  • Be available for questions while the MCC Team reviews and processes your updates
  • Inform programs and providers about updates that will be made after Go Live
RESOURCES TO ASSIST IN DATA VALIDATION
Available Resources

• Data Validation Checklists
• Update Request Templates
• MCC 2.0 Reference Materials
• Data Validation Support Desk
Data Validation Checklists

• Two Versions: Program and Provider
• Each Checklist Contains:
  – General instructions about the Data Validation process
  – Information on how and when to contact Data Validation Support
  – Information on how to report completion
  – A list of items to be validated for each program/provider
  – Details needed to understand and complete each item
Update Request Templates

• User Account (Service Specific)
  – Use to request program user additions, removals and updates
  – Describes the permissions associated with each position group in MCC 2.0

• Master School List
  – Use to request new schools and school updates for the MCC 2.0 Master School List

• Program and Care Option
  – Use to request updates to programs and care options you cannot make directly during soft launch
MCC 2.0 Reference Materials

• MCC Basics Reference Guide
  – Describes key system features, including the MCC Care Structure

• Program Profile Reference Guide
  – Provides information on how to create and maintain a program profile

• MCC Care Options Overview Handout
  – Provides definitions of each care option available in MCC 2.0
MCC Data Validation Support Desk

• Contact Information:
  – DataValidation@MilitaryChildCare.com
  – 855.696.2934, Option 3
  – 0800 – 1800 EST

• Contact Data Validation Support to:
  – Ask questions about the data validation process or specific checklist items
  – Obtain guidance on how your information should be reflected in MCC 2.0
  – Submit completed update request templates
  – Report completion of data validation activities
STEP 1: NAVIGATE TO MCC 2.0 AND LOG IN
Step 1

• During this step you will:
  – 1a: Navigate to MCC 2.0 via the new URL
  – 1b: Report any accessibility issues
1a: Navigate to MCC 2.0 via the new URL

- Navigate to MCC 2.0 (URL will be shared via email)
- Log in using your CAC
1b: Report Any Accessibility Issues

• Attempt to access the site from various work locations where MCC is typically used
• If site cannot be accessed, contact Data Validation Support
• Goal is to ensure that all installations can access MCC when 2.0 goes live
STEP 2: VALIDATE PROGRAM USER ACCOUNTS
Step 2

• During this step, you will:
  – 2a: Navigate to your User Profile Summary
  – 2b: Ensure all active users appear in the summary
  – 2c: Ensure information about each user is correct
2a: Navigate to User Profile Summary

My MCC Dashboard

- Make Offers
- Request Interviews
- Manage Summer Camp
- Manage Placement List
- Find Household
- View Waitlist
- View Reports
2b: Ensure all active users appear in the summary

- Ensure that all the people are listed
  - Identify if anyone needs to be added
  - Identify if anyone needs to be removed
- Log any additions/removals in the User Account Template

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Username</th>
<th>AOR</th>
<th>MCC Position Group</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morgan Freeman</td>
<td><a href="mailto:MorganFreeman@mccprogram.33mail.com">MorganFreeman@mccprogram.33mail.com</a></td>
<td>Freeman CDC</td>
<td>Clerk</td>
<td>Enabled</td>
</tr>
<tr>
<td>Charles Norris</td>
<td><a href="mailto:CharlesNorris@mccprogram.33mail.com">CharlesNorris@mccprogram.33mail.com</a></td>
<td>Collins SAC</td>
<td>Clerk</td>
<td>Enabled</td>
</tr>
<tr>
<td>Camille Brown</td>
<td><a href="mailto:testuser15@mcctraining.33mail.com">testuser15@mcctraining.33mail.com</a></td>
<td>Freeman CDC</td>
<td>Director</td>
<td>Enabled</td>
</tr>
<tr>
<td>Ben Brown</td>
<td><a href="mailto:testuser16@mcctraining.33mail.com">testuser16@mcctraining.33mail.com</a></td>
<td>Collins SAC</td>
<td>Director SAC</td>
<td>Enabled</td>
</tr>
</tbody>
</table>
2c: Ensure information about each user is correct

- Identify if data about any user needs to be updated
- Focus on AOR
  - AOR indicates the Area of Responsibility for the user
- Focus on Position Group
  - Position group is a collection of roles and permissions associated with a particular job
  - Refer to the User Account Template for your Service for descriptions of each position group
- Log any updates in the User Account Template and submit to Data Validation Support
STEP 3: REQUEST A GRADE EXTENSION
Step 3

• During this step, you will:
  – Request an installation level grade extension if applicable
• School Age Care eligibility is now defined as the start of kindergarten through the summer after 7th grade
  – Aligns with the DoDI while better supporting SAC offer processes
• School Year Care options include grades served
• Families indicate their child’s grade when making new requests for School Year Care or Summer Camp
• Families will add grade to existing requests during the reconfirm process
• Once grades are collected for all children, programs will be able to make offers by grade
Grade Extension is available for installations that serve children through the end of 8th grade

- Use your Program and Care Option Template to request (once per installation)
- Will make it possible to extend the School Year Care options for each program/provider at the installation to serve 8th grade
- Each applicable care option must also be extended
STEP 4: VALIDATE LIST OF PROGRAMS/PROVIDERS
Step 4

• During this step, you will:
  – 4a: Navigate to your Program Profile Summary and/or Provider Profile Summary
  – 4b: Ensure all programs/providers appear in the summary
  – 4c: Ensure all programs/providers have the correct status
MCC Care Structure cont.

• Each program is identified as one or more program types: CDC, SAC, FCC, 24/7

• Program type defines which care types are available (e.g., full-day care, part-day care)

• Care type determines which care options and care offerings are available
MCC Care Structure cont.

- Program type determines the care types the program can offer
- CDCs, SACs and 24/7 centers can designate a secondary program type to access care options not associated with their primary program type
FCC Program

• FCC Program
  – Provides administrative oversight for the installation’s FCC providers
  – Responsible for on-boarding providers, requesting new MCC profiles and user accounts, and ensuring provider profiles meet Service and DoD requirements

• FCC Provider
  – Provides child care for infants through school age children of eligible families in the home
  – Responsibilities vary by Service
4a: Navigate to Program/Provider Profile

My MCC Dashboard → Provider Profile

Summary
4b: Ensure All Programs/Providers appear in the summary

- Reminder: All programs/providers that offer care must be active in MCC with at least one care option regardless of whether there is a waitlist

<table>
<thead>
<tr>
<th>Installation</th>
<th>Program Name</th>
<th>Program Type</th>
<th>Program Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy 24/7 Center I</td>
<td>24/7</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy 24/7 Center II</td>
<td>24/7</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy Child Development Center I</td>
<td>CDC</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy Child Development Center II</td>
<td>CDC</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy FCC Program Office</td>
<td>FCC Program</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy School Age Center I</td>
<td>SAC</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy School Age Center II</td>
<td>SAC</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy School Age Center III</td>
<td>SAC</td>
<td>Active</td>
<td>Edit</td>
</tr>
</tbody>
</table>
4c: Ensure Each Program/Provider has the correct status

- Program/Provider Status will be Active, In-Process or Short-Term Closure based on the status in 1.X
- Refer to Step 4c of the Program or Provider Checklist for additional information on each status and how to determine if it should be changed
- Log any status update requests in your Program and Care Option Template

<table>
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<td>Edit</td>
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<td>Edit</td>
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<td>West Indy School Age Center I</td>
<td>SAC</td>
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<td>Edit</td>
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<td>Edit</td>
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<td>Naval Base West Indianapolis</td>
<td>West Indy School Age Center III</td>
<td>SAC</td>
<td>Active</td>
<td>Edit</td>
</tr>
</tbody>
</table>
STEP 5: VALIDATE PROGRAM/PROVIDER DETAILS
Step 5

• During this step, you will:
  – 5a: Select Edit to view the details about each program/provider
  – 5b: Ensure general information for each program/provider is correct
  – 5c: Ensure remaining details for each program/provider are correct
Program Profile

• The information contained in the program profile is shown to families on their search and My Child Care Page

Program Details

West Indy Child Development Center I

489 N Avon Avenue. Avon, IN, 46123

Office: (317) 111-1111
DSN: N/A

Email: westindyedc@mcc.com

Overview Statement

West Indy Child Development Center I offers full day child care Monday through Friday and is located on Naval Base West Indianapolis. All programs are designed to enrich your child’s social, cognitive, emotional, physical, and intellectual growth and development. Our staff works in partnership with parents to meet each individual child’s needs in a safe, healthy and nurturing environment.
5a: Select Edit To View The Details about each Program/Provider

Create/Update Program Information

Your program profile presents key program information that families can view during their child care search. To update an existing program profile, find your program by using the filters below, and then select Edit. To add a new program, select Add Program.

Filter(s)

Sort by: Program Status

<table>
<thead>
<tr>
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<th>Program Name</th>
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<th>Action</th>
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<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy 24/7 Center II</td>
<td>24/7</td>
<td>Active</td>
<td>Edit</td>
</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy Child Development Center I</td>
<td>CDC</td>
<td>Active</td>
<td>Edit</td>
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<td>Naval Base West Indianapolis</td>
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</tr>
<tr>
<td>Naval Base West Indianapolis</td>
<td>West Indy School Age Center III</td>
<td>SAC</td>
<td>Active</td>
<td>Edit</td>
</tr>
</tbody>
</table>
5b: Ensure the General Information is Correct (Programs)

Focus on:

- Secondary Program Type if applicable: Use your Program and Care Option Template to request updates as needed.
- Operating Schedule: Make updates as needed.
5b: Ensure the General Information is Correct (Providers)

- Focus on:
  - Provider Short Name
  - FCC Provider Features
  - Operating Schedule
  - Notification Signature

- Make updates as needed
5c: Ensure the Remaining Program/Provider Details are Correct
STEP 6: VALIDATE SCHOOL INFORMATION FOR PROGRAMS/PROVIDERS THAT OFFER SCHOOL YEAR CARE
Step 6

- During this step, you will
  - 6a: Select the School Information tab to view School Details about each program that offers School Year Care
  - 6b: Ensure all Schools Served are listed and information about each school is correct
  - 6c: Ensure all School Years are listed with the correct dates
6a: Select School Information Tab to View School Details

The purpose of this section is to identify the school(s) your program serves. When families search for care, the schools your program serves will appear on your program profile and on their search results.

<table>
<thead>
<tr>
<th>School Name</th>
<th>District</th>
<th>Website</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bayside Elementary</td>
<td>VA Beach Public Schools</td>
<td><a href="http://www.vbschools.com">http://www.vbschools.com</a></td>
<td>Edit</td>
</tr>
<tr>
<td>Hermitage Elementary</td>
<td>VA Beach Public Schools</td>
<td><a href="http://www.vbschools.com">http://www.vbschools.com</a></td>
<td>Edit</td>
</tr>
</tbody>
</table>

School Year Setup
6b: Ensure all Schools are listed and information about each school is correct

- Each school must be listed individually
- Select Edit to review or Add School to add a new school served
6b: Ensure all Schools are listed and information about each school is correct cont.

- To add a new school served, search by School Name or Address to populate remaining school details
- If you cannot find a school or updates are needed to school information include in your Master School List Template
6b: Ensure all Schools are listed and information about each school is correct cont.

- Select the transportation that is provided to and from each school served

Select the transportation that is provided to and from this school.

- The school's bus transports children to and from our program.
- Our program provides a bus to transport children to and from the school.
- The school is within walking distance of our program and an employee of our program walks the children to and from school.
- The school bus stops in the community and an employee of our program meets the children at the bus stop.
- The school's bus stops in the community and our program provides a bus to transport children to and from the bus stop.

Save or Cancel
6c: Ensure all School Years are listed with the correct dates

- School year should reflect the earliest start and latest end of all schools served
- At least one school year is required to create or edit a School Year Care option
- Enter your 2019-2020 school year in 2.0 as soon as your current school year ends
STEP 7: VALIDATE CARE OPTIONS
Step 7

• During this step, you will
  – 7a: Select the Care Options tab to view the Care Option Summary for each program
  – 7.1: Validate Care Options (CDC)
  – 7.2: Validate Care Options (SAC)
  – 7.3: Validate Care Options (24/7)
Care Option Changes

• Single care option for all age groups served
  – Programs specify age group/range when making offers
  – Simplifies care option set up and request management
  – Families can no longer place multiple requests for the same child at different ages

• Flexibility to add multiple of the same care option distinguished by custom labels

• Some care options have care offerings
  – Allows families to select parts of the care option as part of the same request
  – Allows programs to make offers for all or some parts of the request
  – Example: Before and/or After School as part of School Year Care
Care Options

• Information about each care option is displayed to families during their search

3. West Indy Child Development Center II

Operating Schedule: 06:00–18:00 | M,T,W,Th,F

Select care option(s):

☐ Full-Day Care

☐ Part-Day Care (Flexible Schedule)

☐ Part-Day Care (M,W,F, 09:00–12:00)

* Pre-K
7a: Select the Care Options Tab to View Care Option Summary for Each Program

- Care options will look different than they did in 1.X
- Each active program should have at least one active care option
- All care offered by each program, except hourly care, should be entered in MCC for families to request

---

**Program Details** | **School Information** | **Care Options** | **Resources**
---|---|---|---

**Care Options**

Care options represent the child care services available to a family and are visible when families search for care at your program. To update an existing care option, select Edit. To add a new care option, select Add Care Option.

**Showing 3 results**

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Day Care</td>
<td>IN,PTD,TD,PS</td>
<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td></td>
</tr>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>M,W,F</td>
<td>13:00 – 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td></td>
</tr>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>M,W,F</td>
<td>08:00 – 12:30</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td></td>
</tr>
</tbody>
</table>
STEP 7.1: VALIDATE CARE OPTIONS (CDC)
Step 7.1

• During this step, you will:
  – 7.1a: Ensure the summary contains all Full-Day Care offered
  – 7.1b: Review the details for each Full-Day Care Option
  – 7.1c: Ensure the summary contains all Part-Day Care offered
  – 7.1d: Review the details for each Part-Day Care Option
7.1a Ensure the summary contains all Full-Day Care offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Day Care</td>
<td>Serves infants through preschool age children for six or more hours per day on a regular basis, at least four days per week.</td>
</tr>
<tr>
<td>Voluntary Pre-K (VPK)</td>
<td>State-funded, subsidized voluntary pre-kindergarten care offered for more than 6 hours per day. This care option is limited to preschool-aged children.</td>
</tr>
</tbody>
</table>
7.1a: Ensure the summary contains all Full-Day Care offered

- Single Full-Day care option inclusive of all age groups served
- Includes full-day Pre-K and Strong Beginnings care options from 1.X
- If the program offered a preschool summer camp in 1.X, it will be listed as a separate Full-Day Care option with a custom label
- If the program offered Full-Day VPK in 1.X, it will be listed as a separate Voluntary Pre-K care option

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Care Option Status</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infant Full Day</td>
<td>Active</td>
<td>IN</td>
<td>M,T,W,Th,F</td>
<td>0600-1800</td>
<td>02/18/2016</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Pretoddler Full Day</td>
<td>Active</td>
<td>PTD</td>
<td>M,T,W,Th,F</td>
<td>0600-1800</td>
<td>02/18/2016</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Toddler Full Day</td>
<td>Active</td>
<td>TD</td>
<td>M,T,W,Th,F</td>
<td>0600-1800</td>
<td>02/18/2016</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Preschool Full Day</td>
<td>Active</td>
<td>PS</td>
<td>M,T,W,Th,F</td>
<td>0600-1800</td>
<td>02/18/2016</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Pre-K Full Day</td>
<td>Active</td>
<td>PS</td>
<td>M,T,W,Th,F</td>
<td>0600-1800</td>
<td>02/18/2016</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
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<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
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<td>IN,PTD,TD,PS</td>
<td>M, T, W, Th, F</td>
<td>06:00 - 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.1b: Review Details for each Full-Day Care Option

- Select Edit to view the details about each care option

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
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<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>M, W, F</td>
<td>13:00 - 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>M, W, F</td>
<td>08:00 - 12:30</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.1b: Review Details for each Full-Day Care Option

- Focus on Custom Label, Age Group/Age Range & Operating Schedule

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.

**Custom Label**

**Show on Family Search?**
- **Yes**
- **No**

*Select the Age Group or Age Range this care option serves. This information will be used to restrict who can request this care option and can be further refined to identify the appropriate children for the space when making offers.*

- **Age Group(s)**
  - Infant
  - Pretoddler
  - Toddler
  - Preschool

- **Custom Age Range**
  - **Select**
  - **to**
  - **Select**
  - **Months**

*Select the care option’s operating schedule. If the care option follows a custom schedule that is different from your program’s operating schedule, select that option and enter care option’s days and hours of operation.*

- **Follows the program’s operating schedule of:**
  - M, T, W, Th, F, from 06:00 – 18:00

- **Follows a custom schedule of:**
  - **Days of Week**
  - **Open**
  - **Close**
## 7.1c: Ensure the summary contains all Part-Day Care offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
</table>
| Part-Day Care                      | Serves infants through preschool age children for fewer than 6 hours per day.  
• Flexible Schedule allows you to work with the family to schedule care based on their needs.  
• Custom Schedule allows you to indicate specific days and times each week you provide care |
| Part-Day Voluntary Pre-K (VPK)     | State-funded, subsidized voluntary pre-kindergarten care offered for fewer than 6 hours per day. This care option is limited to preschool-aged children. |
| Pre-K Before and After School      | Provides wrap around care to preschoolers who attend a specialized pre-kindergarten program offered by a community-based program.  
There are 2 care offerings:  
1. Pre-K Before School  
2. Pre-K After School |
7.1c: Ensure the summary contains all Part-Day Care offered

- 2, 3, 4, 5 Day AM/PM care options from 1.X are now displayed as Part-Day care with schedule and hours appended
- If the program offered a Part-Day Pre-K or Strong Beginnings in 1.X, it will be listed as a separate Part-Day care option with a custom label
- If the program offered Part-Day VPK in 1.X, it will be listed as a separate Part-Day VPK care option

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Day Part Day Preschool AM</td>
<td>PS</td>
<td>T,Th</td>
<td>0830-1130</td>
<td>06/12/2018</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>3 Day Part Day Toddler AM</td>
<td>TD</td>
<td>M,W,F</td>
<td>0800-1300</td>
<td>05/10/2017</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>2 Day Part Day Toddler AM</td>
<td>TD</td>
<td>T,Th</td>
<td>0830-1130</td>
<td>05/10/2017</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>3 Day Part Day Preschool AM</td>
<td>PS</td>
<td>M,W,F</td>
<td>0800-1300</td>
<td>05/10/2017</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>T,Th</td>
<td>08:00 - 11:30</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
<tr>
<td>Part-Day Care</td>
<td>TD,PS</td>
<td>M,W,F</td>
<td>08:00 - 13:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.1c: Ensure the summary contains all Part-Day Care offered

- Part-Day care options can now indicate a flexible schedule
- If a program offers this and did not include it in 1.X, request a care option addition
- If a program used a work around for this in 1.X, request a care option update

* Select the care option’s operating schedule. If the care option follows a custom schedule that is different from your program’s operating schedule, select that option and enter care option’s days and hours of operation.

Select the flexible schedule option if you may be able to accommodate families who require care on a flexible schedule (e.g., M 0800 – 1200, Tu 1000 – 1400, and Fri 1200 – 1600). You will be able to review the specific schedule submitted by the family when making an offer for an available space. If you offer this option, a flexible schedule care option should be set up in addition to a unique care option for each custom Part-Day schedule you offer.

- Follows the program’s operating schedule of:
  M, T, W, Th, F, from 06:00 – 18:00
- Allows a flexible schedule
- Follows a custom schedule of:

<table>
<thead>
<tr>
<th>Days of Week</th>
<th>Open</th>
<th>Close</th>
</tr>
</thead>
<tbody>
<tr>
<td>Su</td>
<td>00:00</td>
<td>00:00</td>
</tr>
<tr>
<td>M</td>
<td></td>
<td></td>
</tr>
<tr>
<td>T</td>
<td></td>
<td></td>
</tr>
<tr>
<td>W</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Th</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-Day Care</td>
<td>TD, PS</td>
<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.05.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.1c: Ensure the summary contains all Part-Day Care offered

- Pre-K Before and After School now available
- Program can select offerings for before and/or after school
- If a program offers this and did not include it 1.X, request a care option addition
- If a program used a work around for this in 1.X, request a care option update

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Care Option Status</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Day Part Day Pre-K AM</td>
<td>Active</td>
<td>PS</td>
<td>M,T,W,Th,F</td>
<td>0530-0730</td>
<td>06/22/2015</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>5 Day Part Day Pre-K PM</td>
<td>Active</td>
<td>PS</td>
<td>M,T,W,Th,F</td>
<td>1500-1800</td>
<td>06/22/2015</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>
7.1d: Review Details for each Part-Day Care Option

• Focus on Custom Label & Age Group/Age Range

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.

Custom Label

Show on Family Search?
○ Yes  ○ No

*Select the Age Group or Age Range this care option serves. This information will be used to restrict who can request this care option and can be further refined to identify the appropriate children for the space when making offers.

○ Age Group(s)
  □ Infant
  □ Pretoddler
  □ Toddler
  ○ Preschool

○ Custom Age Range
  Select ▼ to Select ▼ Months
STEP 7.2: VALIDATE CARE OPTIONS (SAC)
Step 7.2

- During this step, you will:
  - 7.2a: Ensure the summary contains all School Year Care offered
  - 7.2b: Review details for each School Year Care Option
  - 7.2c: Review offerings and schools served for each School Year Care Option
  - 7.2d: Ensure the summary contains all Summer Camp Care offered
  - 7.2e: Review details for each Summer Camp Care Option
7.2a: Ensure the Summary Contains All School Year Care Offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Year Care</td>
<td>Serves children who attend school full-day (full-day kindergarten &amp; grades 1-7) There are 2 care offerings: 1. Before school 2. After School</td>
</tr>
<tr>
<td>School Out &amp; Seasonal Camp</td>
<td>Serves children during the school year. There are multiple care offerings: 1. Individual school out days 2. Individual seasonal camps</td>
</tr>
<tr>
<td>School Out &amp; Seasonal Camp - Kindergarten</td>
<td>Serves children during the school year. There are multiple care offerings: 1. Individual school out days 2. Individual seasonal camps</td>
</tr>
<tr>
<td>Full-Day Kindergarten</td>
<td>Serves Kindergarten aged children who attend the program all day, including attending Kindergarten at the center rather than at another public or private school</td>
</tr>
</tbody>
</table>
7.2a: Ensure the Summary Contains All School Year Care Offered

- If program had only Before/After School Care Options in 1.X, 2.0 will include:
  - One School Year Care option for grades K-7
- The care option will include offerings for before and/or after school based on what was included in 1.X

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Care Option Status</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>After School</td>
<td>Active</td>
<td>SA</td>
<td>09/04/2018-06/20/2019</td>
<td>1500-1730</td>
<td>07/30/2018</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2019-06/19/2020</td>
<td>1500-1730</td>
<td>01/30/2019</td>
<td>Active-Inactive</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/06/2016-06/23/2017</td>
<td>1500-1730</td>
<td>05/23/2016</td>
<td>Inactive-Ended</td>
<td></td>
</tr>
<tr>
<td>Before School</td>
<td>Active</td>
<td>SA</td>
<td>09/06/2016-06/23/2017</td>
<td>0700-0800</td>
<td>05/23/2016</td>
<td>Inactive-Ended</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2018-06/20/2019</td>
<td>0700-0800</td>
<td>07/30/2018</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2019-06/19/2020</td>
<td>0700-0800</td>
<td>01/30/2019</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Year Care</td>
<td>K, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th</td>
<td>M, T, W, Th, F</td>
<td>06:00 - 18:00</td>
<td>04.08.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.2a: Ensure the Summary Contains All School Year Care Offered

- If program had Full-Day Kindergarten Care Options in 1.X, 2.0 will include:
  - One School Year Care option for grades 1-7
  - A second School Year Care option with custom label for Kindergarteners

- Each care option will include offerings for before and/or after school based on what was included in 1.X

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Care Option Status</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>After School</td>
<td>Active</td>
<td>SA</td>
<td>09/04/2018-06/20/2019</td>
<td>1500-1730</td>
<td>07/30/2018</td>
<td>Active-Inactive-Ended</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2019-06/19/2020</td>
<td>1500-1730</td>
<td>01/30/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/06/2016-06/23/2017</td>
<td>1500-1730</td>
<td>05/23/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Before School</td>
<td>Active</td>
<td>SA</td>
<td>09/06/2016-06/23/2017</td>
<td>0700-0800</td>
<td>05/23/2016</td>
<td>Inactive-Ended</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2016-06/20/2019</td>
<td>0700-0800</td>
<td>07/30/2018</td>
<td>Active-Active</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2016-06/19/2020</td>
<td>0700-0800</td>
<td>01/30/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Day Kindergarten-After School Care</td>
<td>Active</td>
<td>SA</td>
<td>09/04/2018-06/20/2019</td>
<td>1500-1730</td>
<td>07/30/2018</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/04/2019-06/19/2020</td>
<td>1500-1730</td>
<td>12/17/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>03/2019-06/19/2020</td>
<td>1500-1730</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Day Kindergarten-Before School Care</td>
<td>Active</td>
<td>SA</td>
<td>09/04/2018-06/20/2019</td>
<td>0700-0800</td>
<td>07/30/2018</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>09/03/2019-06/19/2020</td>
<td>0700-0800</td>
<td>12/17/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
7.2a: Ensure the Summary Contains All School Year Care Offered

- If program had AM/PM Care Kindergarten Care Options in 1.X, 2.0 will include:
  - One School Year Care option for grades 1-7 with offerings for before/after school based on 1.X
  - One School Year Care–Kindergarten option with offerings for K only with before/after AM/PM Kindergarten based on 1.X
7.2a: Ensure the Summary Contains All School Year Care Offered

- If a program had seasonal camp(s) or school out day(s) in 1.X that have not yet passed, they will be combined into a single care option.
- If future Kindergarten seasonal camp(s) were offered, they will be a separate care option.

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Camp Week 1</td>
<td>SA</td>
<td>11/25/2019-11/27/2019</td>
<td>0600-1800</td>
<td>01/15/2019</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Winter Camp Week 1</td>
<td>SA</td>
<td>12/23/2019-12/26/2019</td>
<td>0600-1800</td>
<td>01/15/2019</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Winter Camp Week 2</td>
<td>SA</td>
<td>12/30/2019-01/03/2020</td>
<td>0600-1800</td>
<td>01/15/2019</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Out &amp; Seasonal Camps</td>
<td>K, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th</td>
<td>M, T, W, Th, F</td>
<td>06:00 - 18:00</td>
<td>04.28.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.2a: Ensure the Summary Contains All School Year Care Offered

- Full-Day Kindergarten is now available
- Serves Kindergarteners who attend the program all day, including attending Kindergarten at the center rather than at another public or private school
- Includes a single care offering of Full-Day Kindergarten
- If a program offers this and did not include it 1.X, request a care option addition
- If a program used a work around in 1.X, request a care option update
7.2b: Review Details for Each School Year Care Option

Focus on Custom Label, Grades & Operating Schedule

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.

Custom Label

Show on Family Search?
- Yes
- No

Select the Grades this care option serves. This information will be used to restrict who can request this care option.

- Grade(s)
  - K
  - 1st
  - 2nd
  - 3rd
  - 4th
  - 5th
  - 6th
  - 7th

Select the care option's operating schedule. If the care option follows a custom schedule that is different from your program's operating schedule, select that option and enter care option's days and hours of operation.

- Follows the program's operating schedule of:
  M, T, W, Th, F, from 06:00 - 18:00

- Follows a custom schedule of:

<table>
<thead>
<tr>
<th>Days of Week</th>
<th>Open</th>
<th>Close</th>
</tr>
</thead>
<tbody>
<tr>
<td>Su M T W Th F S</td>
<td>00:00</td>
<td>00:00</td>
</tr>
</tbody>
</table>
7.2c: Review Offerings and Schools Served

- For School Year Care options, ensure the correct before and/or after school care offerings are selected.
- Confirm schools served by the care option.
7.2c: Review Offerings

- For School Out Day & Seasonal Camp care options, ensure the correct care offering types are selected
- Adjust as needed in 2.0 after launch

Care Options

Set Up Care Offerings

This section allows you to set up the care offerings that are available as part of your program’s care option. Families will be able to select some or all offerings when making a request for this care option. You will be able to specify which of the families requested offerings are available when making them an offer.

*Required

Select the types of care offerings available as part of this care option.

- Seasonal Camp
- School Out

Select the Before/After School care offerings that are available as part of this care option. If you have selected that you offer Seasonal Camp and/or School Out, you will set those up on the following screens.
7.2c: Review Offerings

- Review Seasonal Camps
- Use your Program and Care Option Template to request updates to existing camps as needed
- Add new Seasonal Camps in 2.0 after launch
7.2c: Review Offerings

- Review School Out Days (Programs)
- Use your Program and Care Option Template to request updates to existing school out days as needed
- Add new days in 2.0 after launch
7.2c: Review Offerings

- Review School Out Days (Providers)
- An Unspecified School Out Days care offering is now available for FCC Providers
- If a provider offers this type of care and did not include it in 1.X, add it after the launch of 2.0
- If a provider used a work around for this in 1.X, request a care option update
### 7.2d: Ensure the Summary Contains All Summer Camp Care Offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Camp</td>
<td>Serves school age children between school years, during the summer</td>
</tr>
<tr>
<td></td>
<td>A care offering is automatically created for each week of camp</td>
</tr>
</tbody>
</table>
7.2d: Ensure the Summary Contains All Summer Camp Care Offered

- Most programs will have a single care option serving School Age children

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Camp</td>
<td>SA</td>
<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.08.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>

- Kindergarten Summer Camps or Summer Camps previously set up under stand-alone programs for different locations or different grades, will be separate care options with custom labels

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Camp - Grades Rising 6 - 8</td>
<td>SA</td>
<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.08.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
<tr>
<td>Summer Camp - Grades Rising 1 - 5</td>
<td>SA</td>
<td>M, T, W, Th, F</td>
<td>06:00 – 18:00</td>
<td>04.08.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.2e: Review Details for Each Summer Camp Care Option

• Focus on Custom Label & Operating Schedule

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.

Custom Label

Show on Family Search?
○ Yes  ● No

* Select the care option's operating schedule. If the care option follows a custom schedule that is different from your program's operating schedule, select that option and enter care option's days and hours of operation.

☑ Follows the program's operating schedule of:
M, T, W, Th, F, from 06:00 – 18:00

☐ Follows a custom schedule of:

<table>
<thead>
<tr>
<th>Days of Week</th>
<th>Open</th>
<th>Close</th>
</tr>
</thead>
<tbody>
<tr>
<td>Su M T W Th F S</td>
<td>00:00</td>
<td>00:00</td>
</tr>
</tbody>
</table>
STEP 7.3: VALIDATE CARE OPTION DETAILS (24/7)
Step 7.3

• During this step, you will:
  – 7.3a: Ensure the summary contains all 24/7 Care offered
  – 7.3b: Review details for each 24/7 Care Option
  – 7.3c: Ensure the summary contains all Extended Care offered
  – 7.3d: Review details for each Extended Care Option
7.3a Ensure the Summary Contains All 24/7 Care Offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/7 Care</td>
<td>Provides child care services for infants through school age children during non-traditional hours (i.e., weekends, evenings, &amp; nights) on a regular basis</td>
</tr>
</tbody>
</table>
7.3a: Ensure the Summary Contains All 24/7 Care Offered

- Single 24/7 Care option inclusive of all age groups served

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Care Option Status</th>
<th>Age</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Schedule Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/7 Infant Care</td>
<td>Active</td>
<td>IN</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>0000-2359</td>
<td>07/10/2015</td>
<td>Active</td>
<td>⚫️⚫️⚫️</td>
</tr>
<tr>
<td>24/7 Pretoddler Care</td>
<td>Active</td>
<td>PTD</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>0000-2359</td>
<td>07/10/2015</td>
<td>Active</td>
<td>⚫️⚫️⚫️</td>
</tr>
<tr>
<td>24/7 Toddler Care</td>
<td>Active</td>
<td>TD</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>0000-2359</td>
<td>07/10/2015</td>
<td>Active</td>
<td>⚫️⚫️⚫️</td>
</tr>
<tr>
<td>24/7 Preschool Care</td>
<td>Active</td>
<td>PS</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>0000-2359</td>
<td>07/10/2015</td>
<td>Active</td>
<td>⚫️⚫️⚫️</td>
</tr>
<tr>
<td>24/7 School Age Care</td>
<td>Active</td>
<td>SA</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>0000-2359</td>
<td>07/10/2015</td>
<td>Active</td>
<td>⚫️⚫️⚫️</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/7 Care</td>
<td>IN,PTD,TD,PS,SA</td>
<td>Su, M, T, W, Th, F, S</td>
<td>00:00 – 23:59</td>
<td>04.08.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.3b: Review Details for each 24/7 Care Option

• Focus on Custom Label

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.  

Custom Label

Show on Family Search?

- Yes
- No
7.3c Ensure the Summary Contains All Extended Care Offered

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extended Care</td>
<td>Provides child care services for infants through school age children during non-traditional hours (i.e., weekends, evenings, &amp; nights) on an occasional or infrequent basis. Often used in conjunction with other care options</td>
</tr>
</tbody>
</table>
7.3c Ensure the Summary Contains All Extended Care Offered

- Single Extended Care option inclusive of all age groups served
- Now also available for 24/7 Centers

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extended Infant Care</td>
<td>IN</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>1800-0600</td>
<td>03/28/2018</td>
<td>Active</td>
<td><img src="https://example.com/checkmark" alt="✓" /> <img src="https://example.com/x" alt="✗" /></td>
</tr>
<tr>
<td>Extended Preschool Care</td>
<td>PS</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>1800-0600</td>
<td>03/23/2018</td>
<td>Active</td>
<td><img src="https://example.com/checkmark" alt="✓" /> <img src="https://example.com/x" alt="✗" /></td>
</tr>
<tr>
<td>Extended Pretoddler Care</td>
<td>PTD</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>1800-0600</td>
<td>03/23/2018</td>
<td>Active</td>
<td><img src="https://example.com/checkmark" alt="✓" /> <img src="https://example.com/x" alt="✗" /></td>
</tr>
<tr>
<td>Extended Toddler Care</td>
<td>TD</td>
<td>M,T,W,Th,F,Sat,Sun</td>
<td>1800-0600</td>
<td>03/28/2018</td>
<td>Active</td>
<td><img src="https://example.com/checkmark" alt="✓" /> <img src="https://example.com/x" alt="✗" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Care Option</th>
<th>Age/Grade</th>
<th>Schedule</th>
<th>Hours</th>
<th>Effective Date</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extended Care</td>
<td>IN,PTD,TD,PS</td>
<td>Su, M, T, W, Th, F, S</td>
<td>18:00 – 06:00</td>
<td>04.29.2019</td>
<td>ACTIVE</td>
<td>Edit</td>
</tr>
</tbody>
</table>
7.3d: Review Details for each Extended Care Option

- Focus on Custom Label

Enter a custom label, if applicable. The Custom Label is required if you create more than one of the same care option and will help you to distinguish between care options when making offers. If you select Yes for "Show on Family Search?", the custom label will also be visible to families on their search.

- Custom Label
- Show on Family Search?
  - Yes
  - No
NEXT STEPS
Next Steps

• Email Data Validation Support to request any additional delegates
• Week of 6 May: Conduct Data Validation
  – Use checklists, templates and provided reference materials
  – Contact Data Validation Support as needed
• By 10 May: Inform Data Validation Support of completion
  – See checklist for instructions
• Prepare for 1.X Outage from 24-27 May
  – Remind programs to make all offers for upcoming vacancies prior to 21 May
• All Program Users attend MCC 2.0 Day 1 Essentials Webinar
• 28 May: GO LIVE
THANK YOU!