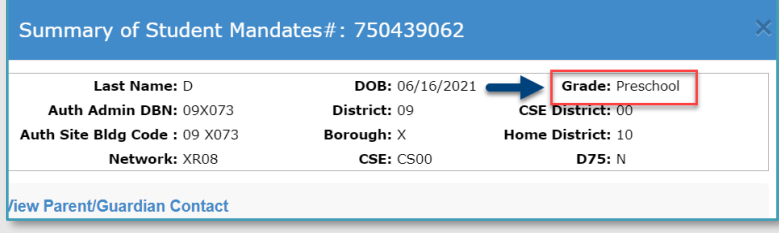
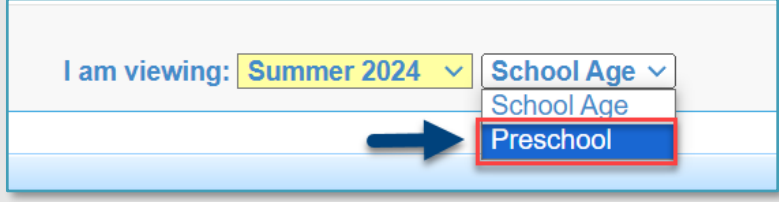
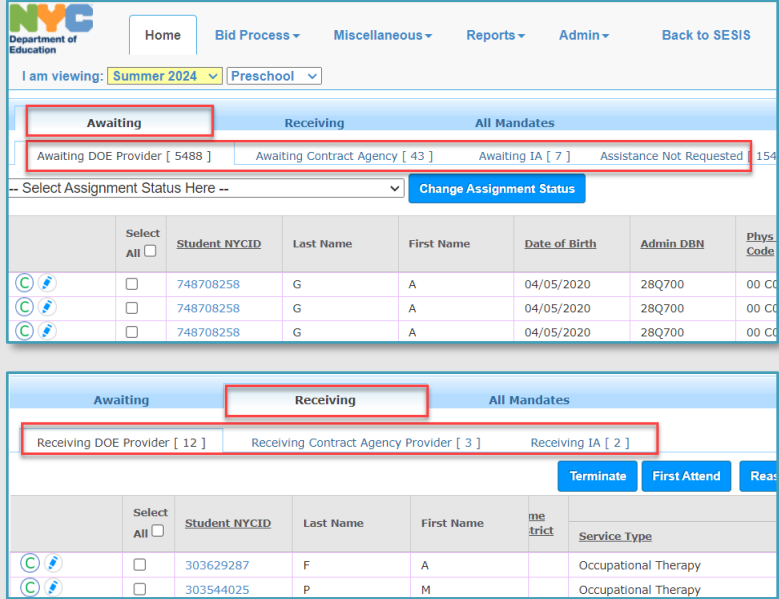
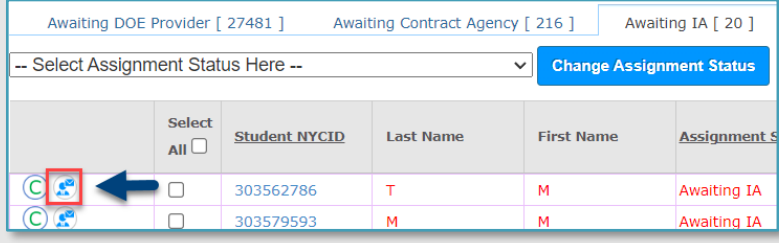


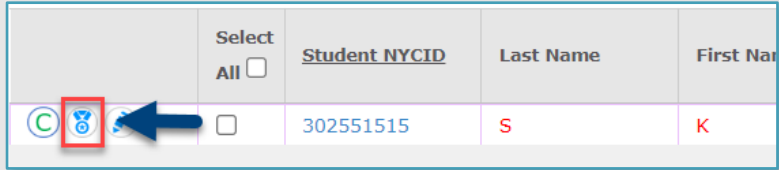
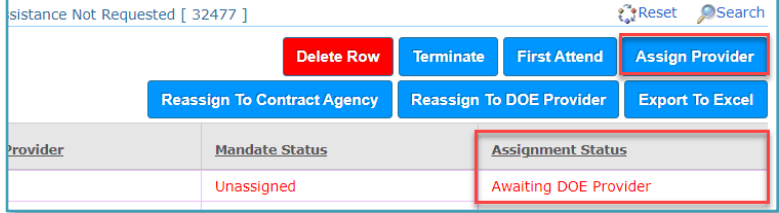
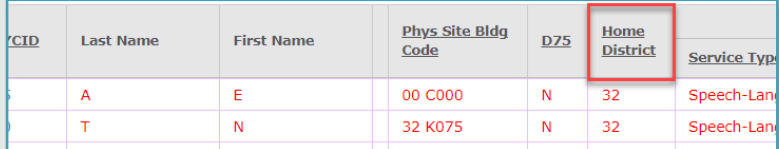
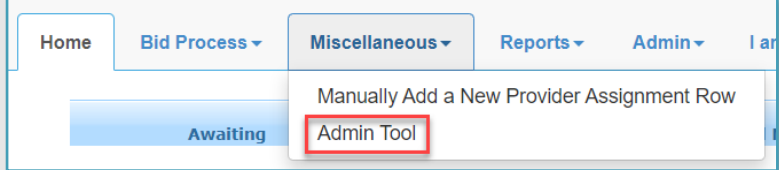
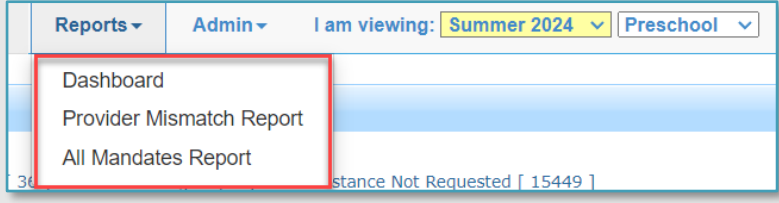
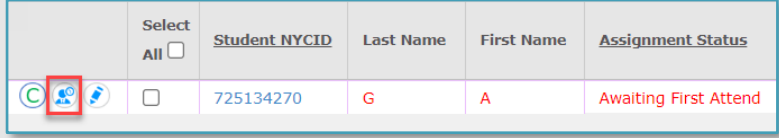



# What's New in Provider Assignment (Preschool)

## Top Features

Description	Image
<p><b>Mandates for preschool students will be available in Provider Assignment (PA)</b> As of May 15, mandates for preschool students with 12-month summer-related services and supplementary services, are available on the Provider Assignment grid.</p> <p><b>Note:</b> For students with 12-month summer-related services with an authorization date entered after May 9, 2024, in the Child Assistance Program (CAP), preschool summer mandates, will be available on the Provider Assignment grid after two business days.</p>	
<p><b>New dropdown to select and view preschool students</b> A new dropdown will be displayed next to "I Am Viewing" that will allow the user to select to view either "School Age" or "Preschool" students.</p> <p><b>Note:</b> Preschool student mandates are not available prior to Summer 2024.</p>	
<p><b>Tabs/Subtabs for Preschool</b> The tabs/subtabs for preschool students are listed below:</p> <ul style="list-style-type: none"> <li>• Awaiting <ul style="list-style-type: none"> <li>○ Awaiting DOE Provider</li> <li>○ Awaiting Contract Agency</li> <li>○ Awaiting IA*</li> <li>○ Assistance Not Requested</li> </ul> </li> <li>• Receiving <ul style="list-style-type: none"> <li>○ Receiving DOE Provider</li> <li>○ Receiving Contract Agency Provider</li> <li>○ Receiving IA*</li> </ul> </li> <li>• All Mandates</li> </ul> <p>* Independent Agreement (IA)</p>	
<p><b>Preschool Independent Providers are assigned in PA</b> Preschool Independent Providers are assigned through the IA subtabs.</p> <p><b>Note:</b> IA documents are created outside of PA and the system does not allow uploading of documents.</p>	 <p>Click the "Approve/Disapprove" icon to approve/disapprove an independent agreement.</p>

## More Features

Description	Image
<p><b>Preschool Contract Out</b> Preschool students are contracted out using the Preschool Contract Awards List and will be matched against the applicable agency list using the student's "Home District."</p>	 <p>Click the "Award" icon to view bidding results and award an agency.</p>
<p><b>Preschool DOE Providers</b> The Office of Related Services (ORS) will assign preschool students' related service mandates to the appropriate DOE Provider when staff are available to provide the service.</p>	
<p><b>Home District</b> The "District" column on the grid is changed to "Home District" for preschool students. "District" was also updated to "Home District" on the "Review Bidding Process" screen. In addition, a "Home District" dropdown menu was added to the "All Mandates" tab.</p>	
<p><b>The "Admin Tool" is available to make necessary updates to mandates</b> Similar to school-age students the "Admin Tool" allows high-level users make necessary updates to mandates for preschool students.</p>	
<p><b>Reports</b> The following three reports are available for preschool students:</p> <ul style="list-style-type: none"> <li>• Dashboard</li> <li>• Provider Mismatch Report</li> <li>• All Mandates Report</li> </ul>	
<p><b>First Attend Delay for Awaiting IA</b> If a student has an "Assignment Status" of "Awaiting First Attend" for more than five school days, staff should click the "First Attend Delay" icon to enter a reason for first attend delay.</p>	
<p><b>Service Location is Not Used for Preschool Students</b> The "Service Location" column on the grid is not currently in use for preschool students.</p>	

## Resources and Support

Provider Assignment training resources are available on the [SESIS Related Service Providers](#) page for non-DOE providers, and for DOE staff on the SESIS [Provider Assignment](#) InfoHub page (DOE log-in required).

For technical support, staff should submit a help desk ticket by [following these step-by-step instructions](#) (DOE log-in required). For operational support, contact your [Office of Related Services \(ORS\) liaison](#).