



June 21, 2019

Dear VPK Provider:

The statewide data system, EFS Modernization, gives us a few new challenges to conquer as we approach the end of year reconciliation required for all VPK classes. We are preparing an estimated payment for your final class month while that work is completed. The estimated payment is calculated from the number of children in your classroom(s) and the remaining hours of each class, and will be in your bank account early next week.

While receiving this payment is good news for you, **please be aware that this payment does not end your obligation to complete the end of class reconciliation work, nor does it relieve you of the obligation to return any overpaid funds.**

In the coming weeks, 4C will ask you to do one or more of the following:

1. Submit any VPK attendance not already paid for this year. Your assigned Specialist will let you know what is needed, if anything;
2. Provide additional information, as requested by your assigned Specialist, to resolve payment issues; and,
3. Review the End-of-Class Reconciliation report, as you have done in prior years, to verify the attendance and payment made for each child in your classroom(s).

When ready, the End-of-Class Reconciliation reports will be uploaded to the provider portal document library. You will receive a notification when it is available, along with further instructions on the process and deadline for response.

We know that you likely have questions and invite you to utilize the "Contact Us" form on our website. This is available at <https://4cflorida.org/contact-us/>. We ask you not to call your Specialist or the Reimbursement Manager with your questions, as this will only further delay completion of the end of year processes.

We appreciate your continued patience as we complete another successful VPK year. Thank you for all you do for our children and families!