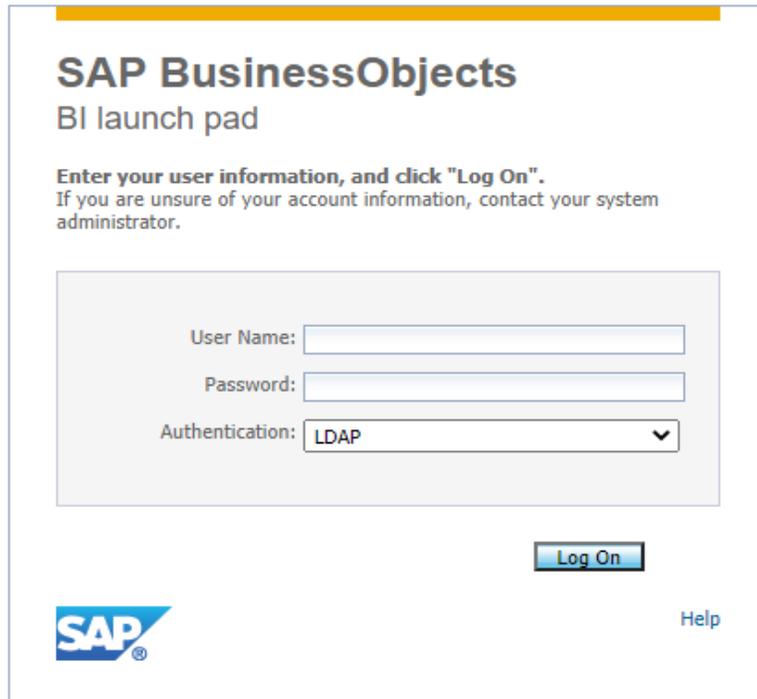


INSTRUCTIONS FOR ACCESSING THE CHILD PAYMENT REIMBURSEMENT REPORT

ACCESS CLIENT SERVICES DATA WAREHOUSE (CSDW):

Access CSDW with link: <https://csdwportal.dhhs.state.nc.us/csdwlogin/>

Select Log In and then log in with: Your NCID "User Name" and "Password"



The screenshot shows the SAP BusinessObjects BI launch pad login interface. At the top, there is a yellow horizontal bar. Below it, the text "SAP BusinessObjects" is displayed in a large, bold, black font, followed by "BI launch pad" in a smaller black font. A bold instruction reads "Enter your user information, and click 'Log On'." Below this, a smaller line of text says "If you are unsure of your account information, contact your system administrator." The login form is contained within a light gray rectangular box and includes three input fields: "User Name:" with a text box, "Password:" with a text box, and "Authentication:" with a dropdown menu currently set to "LDAP". Below the form is a blue "Log On" button. In the bottom left corner, the SAP logo is visible, and in the bottom right corner, the word "Help" is displayed.

FOLLOW THE PATH BELOW TO ACCESS THE CHILD PAYMENT REIMBURSEMENT REPORT:

- ❖ Documents
 - Folders
 - Public Folders
 - DHHS Main Document
 - ◆ DCD
 - Subsidized Childcare
 - NCFast Subsidized Child Care
 - NCFast Shared Queries
 - ◆ Child Payment Reimbursement Report GHB139

My Documents	Title ^	Type	Last Run	Instances
Public Folders	4 Year Old Children by Facility	Web Intelligence		0
DHHS Main Document	All Counties Total Unduplicated Per County and Program Fund Sou	Web Intelligence		0
DCD	CCDF Smart Start SCCRS YTD LP Detail	Web Intelligence		0
Archived	Child Age with Zip Code	Web Intelligence		0
CBC	Child by Provider	Web Intelligence		0
ECW	Child Payment Reimbursement Report GHB139	Web Intelligence		0
Regulatory	Child Payment Reimbursement Report GHB139 w Payment YearMc	Web Intelligence		0
Smart Start	Children Entering and Leaving Programs	Web Intelligence		0
Subsidized Childcare	Children Served by Age and Star Level	Web Intelligence		0
Archive	Children Served by Eligibility Category	Web Intelligence		0
NCFast Subsidized Child Care	Children Served by Level of Care	Web Intelligence		0
NCFast Shared Queries	Children Turning 5	Web Intelligence		0
SCCRS REPORTS	Children Turning 5 Starting School	Web Intelligence		0
SEEK	Children Turning 6	Web Intelligence		0
Shared	DCD SCC-SS Child Payment Detail	Web Intelligence		0
State Sanctioned	Fund Source Summary	Web Intelligence		0
HB630 Performance Measures	NC FAST All Present and Absent Children Report with Kid Count : <	Web Intelligence		0
Security	NC FAST Child Payment Detail : 10092935 : 10093260	Web Intelligence		0
Monitoring Report Sample	NC FAST Expenditures by Need Type for Samples : 10093047 : 10	Web Intelligence		0
	NC FAST Provider Compliance Monthly Sample : 10093001 : 10093	Web Intelligence		0
	NC FAST Provider Payment Detail Report : 10093747	Web Intelligence		0
	Number of Children Served by Star Level	Web Intelligence		0
	Number of Children by Zip Code	Web Intelligence		0
	Provider and Most Recent Zip	Web Intelligence		0
	Provider Child Details	Web Intelligence		0
	Total Unduplicated Count of Children Served Per County and Progr	Web Intelligence		0

RESPOND TO PROMPTS FOR MONTH, YEAR, AND PURCHASER AND CLICK "OK".

Prompts

Available prompt variants

Prompts Summary

- * Enter value(s) for Benefit Month **10**
- * Enter value(s) for Benefit Year **2017**
- * Enter value(s) for Purchaser Name **Alleghany;Ashe**

Enter value(s) for Benefit Month

Refresh Values

To see the content of the list, click the Refresh values button.

10

>

<

OK Cancel

* Required prompts