11 LIST OF APPROVAL NOTICES RECENTLY ISSUED

This option generates a list of Approval Notices that have been issued or changed within the past 30 days. If a child is currently enrolled in a facility, a **Y** will appear in the **INVOICE** field. Through this option you have the ability to view the Approval Notice as well as details regarding the change(s).

Select Option 11 from the Main Menu and press <ENTER>. The List of Approval Notices Recently Issued screen will appear (Figure 11 - 2).

```
GHB0001M           ¦   SUBSIDIZED CHILD CARE REIMBURSEMENT        04/26/07
99901037                          MAIN MENU                       18:06:15
        OPTION     DESCRIPTION
        ------     --------------------------------------------------------
        (1)        PAYMENT PROCESSING MENU
        (2)        TOTALS MENU
        (3)        APPROVAL NOTICE MENU
        (4)        NONLICENSED HOME/FACILITY W/O APPROVAL NOTICE MENU
        (5)        CHILD NAME SEARCH
        (6)        FACILITY & NONLICENSED HOME NAME SEARCH
        (7)        PROVIDER NAME SEARCH
        (8)        QUERIES MENU
        (9)        ADMINISTRATIVE MENU
        (10)       SCC BULLETIN BOARD
        (11)       LIST OF APPROVAL NOTICES RECENTLY ISSUED
        (12)       WAITING LIST SUMMARY
        (13)       FEDERAL SAMPLING MENU - CASE RECORDS SELECTED
        (14)       CASE NUMBER OR FAMILY NAME SEARCH



   ▸    SELECTION: 11


 F KEYS:   1=Help   3=Exit GHB
```

Figure 11 - 1: Option 11 - List of Approval Notices Recently Issued

```
GHB4001M            SUBSIDIZED CHILD CARE REIMBURSEMENT        08/21/07
99901037        LIST OF APPROVAL NOTICES RECENTLY ISSUED      12:15:23
PURCHASER   92 WAKE COUNTY                              CHG PROCESSED
SEL REVIEW  FACID INVOICE  FACILITY NAME                      DATE
            F8020022        DOUG'S DAYCARE                   2007-08-18
            J9270624   Y    FOX ROAD BEFORE AND AFTER SCHOOL PROGRAM 2007-08-18
            J9270581   Y    HAPPY HEARTS IN HOME CHRISTIAN CARE 2007-08-18
            J9270581   Y    HAPPY HEARTS IN HOME CHRISTIAN CARE 2007-08-18
            J9270687   Y    ROLESVILLE ELEMENTARY BEFORE AND AFTER SCH 2007-08-18
            J9240154   Y    CHILDREN'S ACADEMY              2007-07-17
            J9240154   Y    CHILDREN'S ACADEMY              2007-07-16
            J9240154   Y    CHILDREN'S ACADEMY              2007-07-03
            J9270726        BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOM 2007-06-06
            J9270726        BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOM 2007-06-06
            J9270325   Y    FOR YOUNG MINDS CHILD DEVELOPMENT 2007-06-06
            J9270610   Y    FULLER ELEMENTARY BEFORE AND AFTER SCHOOL 2007-06-06
            J9270671   Y    HAPPY TIMES CHILD CARE LEARNING CENTER 2007-06-06
            J9270733        THE KIDZ GARDEN                 2007-06-06
            J9270669        THELMA'S DAY CARE               2007-06-06
            J9270732        TLB CHRISTIAN ACADEMY, INC.     2007-06-06
            J9270731        YONAS DAY CARE                  2007-06-05
                            NOTE: changes/adds are displayed for 45 days
F KEYS: 1=Help 3=Exit 4=Main Menu 7=Up 8=Down
GHB013- MORE IN LIST - select row then press ENTER or F3.
```

Figure 11 - 2: List of Approval Notices Recently Issued

11.1 Viewing a Recently Issued Approval Notice

1. Tab down under the **SEL** field and type "S" by the notice you want to view *(Figure 11.1 - 1)*.

Figure 11.1 - 1: Selecting an Approval Notice to view

2. Press **<ENTER>** and the first page of the Approval Notice for the selected facility will appear. Use **<F7>** and **<F8>** to page back and forward, respectively *(Figure 11.1 - 2)*.

Figure 11.1 - 2: Generated Approval Notice

11.2 Viewing Changes Associated with the Approval Notice

1. Tab down under the **REVIEW** field and type "S" by the Approval Notice whose changes you want to view (Figure 11.2 - 1).

```
GHB4001M              SUBSIDIZED CHILD CARE REIMBURSEMENT         08/21/07
99901037            LIST OF APPROVAL NOTICES RECENTLY ISSUED      12:16:09
PURCHASER   92 WAKE COUNTY                                   CHG PROCESSED
SEL REVIEW  FACID INVOICE  FACILITY NAME                          DATE
            F8020022       DOUG'S DAYCARE                      2007-08-18
            J9270624   Y   FOX ROAD BEFORE AND AFTER SCHOOL PROGRAM 2007-08-18
            J9270581   Y   HAPPY HEARTS IN HOME CHRISTIAN CARE  2007-08-18
            J9270581   Y   HAPPY HEARTS IN HOME CHRISTIAN CARE  2007-08-18
            J9270687   Y   ROLESVILLE ELEMENTARY BEFORE AND AFTER SCH 2007-08-18
            J9240154   Y   CHILDREN'S ACADEMY                  2007-07-17
            J9240154   Y   CHILDREN'S ACADEMY                  2007-07-16
            J9240154   Y   CHILDREN'S ACADEMY                  2007-07-03
        S   J9270726       BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOM 2007-06-06
    _       J9270726       BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOM 2007-06-06
            J9270325   Y   FOR YOUNG MINDS CHILD DEVELOPMENT   2007-06-06
            J9270610   Y   FULLER ELEMENTARY BEFORE AND AFTER SCHOOL 2007-06-06
            J9270671   Y   HAPPY TIMES CHILD CARE LEARNING CENTER 2007-06-06
            J9270733       THE KIDZ GARDEN                     2007-06-06
            J9270669       THELMA'S DAY CARE                   2007-06-06
            J9270732       TLB CHRISTIAN ACADEMY, INC.         2007-06-06
            J9270731       YONAS DAY CARE                      2007-06-05
                       NOTE: changes/adds are displayed for 45 days
F KEYS: 1=Help 3=Exit 4=Main Menu 7=Up 8=Down
GHB013- MORE IN LIST - select row then press ENTER or F3.
```

Figure 11.2 - 1: Selecting an Approval Notice to view changes

2. Press **<ENTER>** and a list of changes to the selected Approval Notice will appear (Figure 11.2 - 2).

```
GHB4701M              SUBSIDIZED CHILD CARE REIMBURSEMENT         08/21/07
99901037        FACILITY INFORMATION THAT HAS RECENTLY CHANGED REVIEW 12:16:15
FACILITY J9270726  CHANGE PROCESSED DATE  2007-03-22
BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOME CTR
SEL CHANGES IN FACILITY'S DATA
   EFFECTIVE DATE CHANGE
   NEW PROCESSING DATE




F KEYS: 1=Help 3=Exit 4=Main Menu 7=Up 8=Down
GHB012- END OF LIST - select row then press ENTER or F3.
```

Figure 11.2 - 2: Generated list of changes

3. Tab down the list and place an "S" beside the change to view its details
   (Figure 11.2 – 3).

```
GHB4701M              SUBSIDIZED CHILD CARE REIMBURSEMENT          08/21/07
99901037    FACILITY INFORMATION THAT HAS RECENTLY CHANGED REVIEW  12:16:15
FACILITY J9270726  CHANGE PROCESSED DATE  2007-03-22
BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOME CTR
SEL CHANGES IN FACILITY'S DATA
  S EFFECTIVE DATE CHANGE
    NEW PROCESSING DATE

















 F KEYS: 1=Help 3=Exit 4=Main Menu 7=Up 8=Down
 GHB012- END OF LIST - select row then press ENTER or F3.
```

Figure 11.2 - 3: Tab down and select a change to view detail

4. A pop-up box will appear with details regarding the change (Figure 11.2 – 4).

```
GHB4701M              SUBSIDIZED CHILD CARE REIMBURSEMENT          08/21/07
99901037        ILITY INFORMATION THAT HAS RECENTLY CHANGED REVIEW 12:16:15
FACILITY ......26  CHANGE PROCESSED DATE  2007-03-22
BEAUTIFUL BEGINNINGS CHILD DEVELOPMENT HOME CTR
SEL CHA ================================================================
  S EFFE | FD-BEG-DATE
    NEW  | OLD VALUE
         | 2007-05-14
         | NEW VALUE
         | 2007-03-22
         |
         | F KEYS:  3=Exit
         ================================================================







 F KEYS: 1=Help 3=Exit 4=Main Menu 7=Up 8=Down
 GHB012- END OF LIST - select row then press ENTER or F3.
```

Figure 11.2 - 4: Generated pop-up detail