





Proveedores:

Cómo firmar un formulario de Autorización de Pago de Subsidio (SPA) en BridgeCare

Esta guía explica cómo firmar un formulario de Autorización de Pago de Subsidio (SPA) en el Portal de Proveedores de BridgeCare. Sigue los pasos para completar y enviar el formulario después de que la familia lo haya firmado.

Proceso para firmar el formulario SPA

- 1. El proveedor recibe un correo electrónico diciendo que se envió un formulario SPA a la familia.
- 2. La familia firma el formulario primero.
- 3. Una vez que la familia firma, el proveedor recibe otro correo indicando que es su turno para firmar.
- 4. El proveedor ingresa al Portal de Proveedores de BridgeCare.
- 5. <u>En el portal, el proveedor busca y selecciona la tarea del formulario</u> <u>SPA.</u>
- 6. El proveedor abre el formulario SPA, lo lee y firma al final.
- 7. Después de enviarlo, tanto el proveedor como la familia recibirán un correo de confirmación.



Our mission is to nurture and sustain child-centered, antiracist early learning communities.



Iniciar sesión en el portal

Para ir al Portal de Proveedores en BridgeCare, <u>haz clic aquí</u>.





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Ver notificaciones

Después de iniciar sesión, los proveedores verán una notificación en el portal si tienen un documento para revisar y firmar. English My profile My documents Terms of Service Last up Privacy Policy Resources Sign out KIDS SUBSIDY My documents AGREEMENTS 1 IMAGES Best Starts for Kids Child Care Subsidy Payment Authorization Sent: May 13, 2025 at 11:54 AM Best Starts for Kids Child Care Subsidy Payment Authorization Signed 🗸 Sent: May 13, 2025 at 10:28 AM Best Starts for Kids Child Care Subsidy Payment Authorization Signed 🗸 Sent: May 13, 2025 at 9:24 AM Best Starts for Kids Child Care Subsidy Payment Authorization Signed 🗸 Sent: May 12, 2025 at 6:40 PM Best Starts for Kids Child Care Subsidy Payment Authorization Signed 🗸 Sent: May 12, 2025 at 5:27 PM Best Starts for Kids Child Care Subsidy Payment Authorization Signed 🗸 Sent: May 12, 2025 at 11:11 AM



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Firmar un formulario de Autorización de Pago de Subsidio

Después de que la familia firme el formulario de Autorización de Pago de Subsidio, estará disponible para que el proveedor lo firme en su portal.

Los proveedores verán el mismo formulario que firmó la familia. Deben revisarlo, firmarlo, y luego enviarlo.

providers@bskchildcare.org. The Best Starts Subsidy Billing Team will navigate the request. If a correction is determined to be needed, an update will be relayed to the managing FAS Team member to communicate to the family and directly to the provider, and award decisions will be adjusted.

SECTION 10: Authorization Signatures

Family Agreement

I am the parent or guardian of the above-named child and wish to receive Best Starts for Kids Child Care Subsidy assistance to be applied toward my child's tuition at the child care program named above.

I understand that payment will be sent to the child care provider listed above and that I am responsible for any tuition or fees not covered by the Best Starts for Kids Subsidy award.

I have carefully read and agree to the terms and conditions as outlined in the Subsidy Authorization Agreement.

Parent Signature

Brandi Hardcastle

Provider Agreement

I am currently authorized to enroll children. I have registered the above-named child in my program and agree to accept payment from the Best Starts for Kids Subsidy. If requested, I acknowledge that I will need to provide proof of the services for which I request payment in the form of attendance records. I understand the maximum amount of payments may change depending on attendance and enrollment.

I have carefully read and agree to the terms and conditions as outlined in the Subsidy Authorization Agreement.





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