

# Provider Portal

## Portal Signin Screen

**CCAA**

*Welcome to the Texas Provider Portal*

**Program Materials**

[Start Here](#) Login Instructions and User Manual

**Child Care Attendance Automation Project Implementation News**

[Provider Information Presentation](#)  
[Sample Client Questions and Answers Postcard](#)  
[Sample Client Postcard](#)

**Helpful Links**

[Texas Workforce Commission Resources for Childcare Providers](#)  
[211 Texas Child Care](#)  
[Child Care Licensing](#)

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**Login**    **Password**    **TWC Staff Only**    **LOGIN**

**TEXAS WORKFORCE SOLUTIONS**

The Texas Workforce Commission Provider Web Portal gives childcare providers with internet access the ability to view their referrals and the attendance and absence reports for their referred children online. Providers are given temporary User IDs and passwords, which must be changed at the first login. Logging in gives providers access to their referral and attendance information. The information for each provider is secure, viewable only by entering User ID and password.

*TWC Provider Web Portal*    [Forgot Password](#)

A new field has been added to the Provider Portal Signin Screen for TWC Staff Use. Providers who sign on to the portal should leave this field blank.

Provider Profile Screen

**CCAA** Log-out | Admin

**USER INFO**

**Provider Profile**

**Facility Information**

Name:	THE [REDACTED] ACADEMY INC	<b>Address</b>	
License #:	[REDACTED]	Email:	
Board:	20 - Alamo	Address:	[REDACTED] RD
Provider ID:	2200 [REDACTED]	City:	SAN ANTONIO
Status:	ACTIVE	State:	TX
Regulation Type:	LICENSE CHILD CARE CENT	Zip:	78240
Corporation:	No	County:	15 - Bexar
		Phone #:	210- [REDACTED]

**Provider Holidays**

Year	Holiday
2012	01/02, 01/16, 04/06, 04/27, 05/28, 07/04, 08/10, 09/03
2011	04/15, 04/22, 05/30, 07/07, 09/05, 11/24, 11/25, 12/26
2010	05/31, 07/05, 09/06, 11/25, 11/26, 12/24, 12/31

**Provider Unpaid Holidays**  
This provider currently has no holidays.

**Attendance Reporting Type**  
Effective Date Reporting Type: 04/27/2010 POS

REFERRALS ACTIVITY TRANSACTION ATTENDANCE

New fields have been added to the Provider Profile Screen.

In the lefthand column below the Regulation Type is the Corporation indicator. See the Red Arrow . "Yes" in this field indicates that the listing represents a joint account that groups multiple providers together for portal viewing. "No" in this field indicates that the listing represents a single provider.

Below the Provider Holiday list is the new list of Unpaid Holidays. See the Yellow Arrow. Providers will submit dates their facilities will be closed to their workforce board. The board will designate which of those dates will be paid holidays and which will be unpaid holidays.

In the righthand column, the a new Attendance Reporting Type has been added to designate whether the provider uses a Point of Service terminal or the Interactive Voice Response to enter attendance data. See the Blue Arrow.

Provider Attendance Report

**CCAA** Log-out

Admin

USER INFO

### Provider - Attendance Report

**Provider Information**

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210- [REDACTED]

**Provider - Attendance Report**

Displaying Month of Aug, 2011 08 2011 SEARCH

Month Year

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TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
[REDACTED] 672	CHAPMAN, K [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	A	P	P		P	P	P	P	P		P	P	P
[REDACTED] 977	GARZA, G [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 977	GARZA, S [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 365	KENT, I [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 365	KENT, R [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 158	FAULK, B [REDACTED]		P	P	P	P					P	P	P	P																		
[REDACTED] 158	FAULK, B [REDACTED]																		P	P	A	A			A	P	P	P		P	P	
[REDACTED] 501	LEONARD, [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 996	BORJAS, G [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	
[REDACTED] 996	SANCHEZ, J [REDACTED]	P	P	P	P	P				P	P	P	P	P				P	P	P	P		P	P	P	P	P		P	P	P	

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

DETAILS REFERRALS ACTIVITY TRANSACTION ATTENDANCE

A new Sort, Filter and Export toolbar has been added to the Attendance Report screen. This toolbar allows users to set the number of lines displayed, controls paging and allows the user to filter and extract attendance data.

The arrow buttons control paging through the attendance data. The inner-most arrows step forward and back through the data one page at a time.

Provider - Attendance Report

Displaying Month of Aug, 2011

08 2011 SEARCH  
Month Year

10

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
142	VALDIVIEZ, A	P	P	P	P	P			P	P	Z	P	P			P	P	P	Z	P			P	P	Z	P	P			P	P	Z	
142	SALAZAR, E	P	P	P	P	P			P	P	Z	P	P			P	P	P	Z	P			P	P	Z	P	P			P	P	Z	
142	SALAZAR, N	P	P	P	P	P			P	P	Z	P	P			P	P	P	Z	P			P	P	Z	P	P			P	P	Z	
206	CARDENAS, O	Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			Z	Z	Z	Z							
071	GARZA, S	P	P	I	P	P			P	P																							
720	ALVAREZ, D	P	P	P	P	P			P	P	P	P	P			P	P	P	Z	P			P	P	P	P	P			P	P	P	
067	SALAZAR, K	Z	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	
103	DELEON, C	Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			P	P	P	P	Z			Z	Z	Z	
004	ACOSTA JR, J	Z	Z	Z	Z	Z			Z	Z	Z	Z	A			Z	P	P	I	P			P	P	P								
004	ACOSTA JR, J																										P	P			P	P	P

Results 11 - 20 of 41.

The outer-most arrows allow the user to go directly to the beginning or to the end of the data.

Provider - Attendance Report

Displaying Month of Aug, 2011

08 2011 SEARCH  
Month Year

10

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
091	ANZALDUA, C																																	Z	Z	Z

Results 41 - 41 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

The pulldown list next to the arrow buttons control the number of lines displayed , allowing the user to set the page size to 10, 20, 50 or 100 lines.

**Provider - Attendance Report**

Displaying Month of Aug, 2011

08 2011 SEARCH

Month Year

20

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
672	CHAPMAN, K	P	P	P	P	P				P	P	P	P	P			P	P	A	P	P			P	P	P	P	P		P	P	P
977	GARZA, G	P	P	P	P	P				P	P	P	P				P	P	P	P			P	P	P	P	P		P	P	P	
977	GARZA, S	P	P	P	P	P				P	P	P	P				P	P	P	P			P	P	P	P	P		P	P	P	
365	KENT, I	P	P	P	P	P				P	P	P	P				P	P	P	P			P	P	P	P	P		P	P	P	
365	KENT, R	P	P	P	P	P				P	P	P	P				P	P	P	P			P	P	P	P	P		P	P	P	
158	FAULK, B		P	P	P	P					P	P	P	P																		
158	FAULK, B																	P	P	A	A				A	P	P	P		P	P	
501	LEONARD, N	P		Z	Z	P	Z			Z	Z	P	Z				Z	P	P	P	P			Z	P	P	P	P		P	P	P
996	BORJAS, G	P	P	Z	Z	P				P	P	P	P	P				P	P	P	P			P	P	P	P		P	P	P	
996	SANCHEZ, J	P	P	Z	Z	P				P	P	P	P	P				P	P	P	P			P	P	P	P		P	P	P	
142	VALDIVIEZ, A	P	P	P	P	P				P	P	P	P	P				P	P	P	P			P	P	Z	P	P		P	P	Z
142	SALAZAR, E	P	P	P	P	P				P	P	P	P	P				P	P	P	P			P	P	Z	P	P		P	P	Z
142	SALAZAR, N	P	P	P	P	P				P	P	P	P	P				P	P	P	P			P	P	Z	P	P		P	P	Z
206	CARDENAS, O	Z	Z	Z	Z	Z				Z	Z	Z	Z	Z				Z	Z	Z	Z			Z	Z	Z	Z					
071	GARZA, [REDACTED]	P	P	I	P	P				P	P																					
720	ALVAREZ, D	P	P	P	P	P				P	P	P	P	P				P	P	P	P			P	P	P	P		P	P	P	
067	SALAZAR, K	Z	P	P	P	P				P	P	P	P	P				P	P	P	P			P	P	P	P		P	P	P	
103	DELEON, C	Z	Z	Z	Z	Z				Z	Z	Z	Z	Z				Z	Z	Z	Z			P	P	P	P		Z	Z	Z	
004	ACOSTA JR, J	Z	Z	Z	Z	Z				Z	Z	Z	Z	A				Z	P	P	I	P			P	P	P					
004	ACOSTA JR, [REDACTED]																										P	P		P	P	P

Results 1 - 20 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

### Provider - Attendance Report

#### Provider Information

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210- [REDACTED]

#### Provider - Attendance Report

Displaying Month of Aug, 2011 08 2011 SEARCH

Month Year

Navigation icons: back, forward, search, print, refresh, etc. (A red circle highlights the print icon).

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
[REDACTED] 672	CHAPMAN, K [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	A	P	P			P	P	P	P	P			P	P	P
[REDACTED] 977	GARZA, G [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 977	GARZA, S [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 365	KENT, I [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 365	KENT, R [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 158	FAULK, B [REDACTED]									P	P	P	P	P																			
[REDACTED] 158	FAULK, B [REDACTED]																P	P	A	A				A	P	P	P	P			P	P	P
[REDACTED] 501	LEONARD, [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 996	BORJAS, G [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 996	SANCHEZ, J [REDACTED]	P	P	P	P	P				P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

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[REFERRALS](#)
[ACTIVITY](#)
[TRANSACTION](#)
[ATTENDANCE](#)

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table-data[1] - Notepad
File Edit Format View Help
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The button to the right of the CSV export button allows the user to extract the displayed attendance data directly to an Excel spreadsheet with formatted column headings.

CCAA Log-out

Admin

USER INFO

### Provider - Attendance Report

#### Provider Information

Facility Information		Address	
<b>Name:</b>	THE [REDACTED] ACADEMY INC	<b>Email:</b>	
<b>License #:</b>	[REDACTED]	<b>Address:</b>	[REDACTED] RD
<b>Board:</b>	20 - Alamo	<b>City:</b>	SAN ANTONIO
<b>Provider ID:</b>	22000 [REDACTED]	<b>State:</b>	TX
<b>Status:</b>	ACTIVE	<b>Zip:</b>	78240
<b>Regulation Type:</b>	LICENSED CHILD CARE CENTER	<b>County:</b>	15 - Bexar
<b>Corporation:</b>	No	<b>Phone #:</b>	210-[REDACTED]

#### Provider - Attendance Report

Displaying Month of Aug, 2011 08 2011 SEARCH

Month Year

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
[REDACTED] 672	CHAPMAN, K [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	A	P	P			P	P	P	P	P			P	P	P
[REDACTED] 977	GARZA, G [REDACTED]	P	P	P	P	P			P	P	P	Z	P			P	P	P	Z	P			P	P	P	P	P			P	P	P
[REDACTED] 977	GARZA, S [REDACTED]	P	P	P	P	P			P	P	P	Z	P			P	P	P	Z	P			P	P	P	P	P			P	P	P
[REDACTED] 365	KENT, I [REDACTED]	P	P	P	P	P			P	P	P	Z	Z			Z	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 365	KENT, R [REDACTED]	P	P	P	P	P			P	P	P	Z	Z			Z	P	P	P	P			P	P	P	P	P			P	P	P
[REDACTED] 158	FAULK, B [REDACTED]		P	P	P	Z			P	P	P	P																				
[REDACTED] 158	FAULK, B [REDACTED]															P	Z	A	A			A	P	P	P				P	P		
[REDACTED] 501	LEONARD, [REDACTED]	P	Z	Z	P	Z			Z	Z	Z	P	Z			Z	P	P	P	P			Z	P	P	P	P			P	P	P
[REDACTED] 996	BORJAS, G [REDACTED]	P	P	Z	Z	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	Z			P	P	P
[REDACTED] 996	SANCHEZ, J [REDACTED]	P	P	Z	Z	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	Z			P	P	P

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

[DETAILS](#) [REFERRALS](#) [ACTIVITY](#) [TRANSACTION](#) [ATTENDANCE](#)



AH1		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	
1	TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
2	672		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	A	P	P	N	N	P	P	P	P	P	N	N	P	P	P	
3	977		P	P	P	P	N	N	P	P	Z	P	N	N	P	P	P	Z	P	N	N	P	P	P	P	P	P	N	N	P	P	P	
4	977		P	P	P	P	N	N	P	P	Z	P	N	N	P	P	P	Z	P	N	N	P	P	P	P	P	P	N	N	P	P	P	
5	365		P	P	P	P	N	N	P	P	Z	Z	N	N	Z	P	P	P	P	N	N	P	P	P	P	P	P	N	N	P	P	P	
6	365		P	P	P	P	N	N	P	P	Z	Z	N	N	Z	P	P	P	P	N	N	P	P	P	P	P	P	N	N	P	P	P	
7	158		N	P	P	Z	N	N	N	P	P	P	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
8	158		N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	P	Z	A	A	N	N	N	A	P	P	N	N	N	P	P	
9	501		P	Z	Z	P	Z	N	Z	Z	Z	P	Z	N	N	Z	P	P	P	P	N	N	Z	P	P	P	P	N	N	P	P	P	
10	996		P	P	Z	Z	P	N	N	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	Z	N	N	P	P	P	
11	996		P	P	Z	Z	P	N	N	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	Z	N	N	P	P	P	
12	142		P	P	P	P	N	N	P	P	Z	P	P	N	N	P	P	P	Z	P	N	N	P	P	Z	P	P	N	N	P	P	Z	
13	142		P	P	P	P	N	N	P	P	Z	P	P	N	N	P	P	P	Z	P	N	N	P	P	Z	P	P	N	N	P	P	Z	
14	142		P	P	P	P	N	N	P	P	Z	P	P	N	N	P	P	P	Z	P	N	N	P	P	Z	P	P	N	N	P	P	Z	
15	206		Z	Z	Z	Z	N	Z	Z	Z	Z	Z	N	N	Z	Z	Z	Z	Z	Z	N	N	Z	Z	Z	Z	N	N	N	N	N	N	
16	071		P	P	I	P	P	N	N	P	P	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
17	720		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	Z	P	N	N	P	P	P	P	P	N	N	P	P	P	
18	067		Z	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	
19	103		Z	Z	Z	Z	N	Z	Z	Z	Z	Z	N	N	Z	Z	Z	Z	Z	Z	N	N	P	P	P	Z	N	N	Z	Z	Z		
20	004		Z	Z	Z	Z	N	Z	Z	Z	A	N	N	Z	P	P	I	P	N	N	P	P	N	N	P	P	N	N	N	N	N	N	
21	004		N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	P	N	N	P	P	P	
22	955		P	P	P	I	N	N	I	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	
23	967		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	
24	503		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	Z	
25	503		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	Z	
26	164		P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	P	P	N	N	P	P	P	

Provider - Attendance Report

Provider Information

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210- [REDACTED]

Provider - Attendance Report

Displaying Month of Aug, 2011

08 2011 SEARCH

Month Year

Navigation icons: Previous, Next, Home, Refresh, Print, Magnifying Glass (circled), Excel

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
[REDACTED] 672	CHAPMAN, K [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	A	P	P		P	P	P	P	P				P	P	P
[REDACTED] 977	GARZA, G [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 977	GARZA, S [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 365	KENT, I [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 365	KENT, R [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 158	FAULK, B [REDACTED]		P	P	P	P					P	P	P																			
[REDACTED] 158	FAULK, B [REDACTED]																	P	P	A	A				A	P	P	P	P		P	P
[REDACTED] 501	LEONARD, [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 996	BORJAS, G [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P
[REDACTED] 996	SANCHEZ, J [REDACTED]	P	P	P	P	P		P	P	P	P	P				P	P	P	P	P		P	P	P	P	P				P	P	P

Results 1 - 10 of 41.

- Present (P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report (Z)
- Absent (I, C, A)
- Authorized Day

DETAILS REFERRALS ACTIVITY TRANSACTION ATTENDANCE

The Magnifying Glass button next to the Excel export button causes the attendance data to be filtered using search arguments entered into the grey data fields above the headers.

**Provider - Attendance Report**

Displaying Month of Aug, 2011 08 2011 **SEARCH**

Month Year

Navigation: 10 [Icons]

Search:  [Magnifying Glass]

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
996	SANCHEZ, [Redacted]	P	P	Z	Z	P				P	P	P	P	P		P	P	P	P			P	P	P	P	Z		P	P	P		
466	SANCHEZ, E [Redacted]																								P	P	P			Z	Z	Z
466	SANCHEZ, P [Redacted]	P	P	P	P	P				P	P	P	P	P		P	P	P	P				P	P								

Results 1 - 3 of 3.

- Present (P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report (Z)
- Absent (I,C,A)
- Authorized Day

Navigation: **DETAILS** **REFERRALS** **ACTIVITY** **TRANSACTION** **ATTENDANCE**

In the sample image shown, part of the Child Name has been entered and the Magnifying Glass button was clicked, resulting in three records being selected.

### Provider - Attendance Report

#### Provider Information

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210- [REDACTED]

#### Provider - Attendance Report

Displaying Month of Aug, 2011

08 2011 SEARCH

Month Year

10

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
[REDACTED] 672	CHAPMAN, K [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	A	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 977	GARZA, G [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 977	GARZA, S [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 365	KENT, I [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 365	KENT, R [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 158	FAULK, B [REDACTED]					P	P	P	P	P																							
[REDACTED] 158	FAULK, B [REDACTED]																	P	P	A	A				A	P	P	P	P			P	P
[REDACTED] 501	LEONARD, [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 996	BORJAS, G [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	
[REDACTED] 996	SANCHEZ, J [REDACTED]	P	P	P	P	P		P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

DETAILS REFERRALS ACTIVITY TRANSACTION ATTENDANCE

The Attendance Report data can be sorted by any of the column headings. By clicking the Child Name heading, the user resorts the data into alphabetical order by each child's last name.

Provider - Attendance Report

Displaying Month of Aug, 2011

08 2011 SEARCH  
Month Year

Navigation icons: back, forward, search, print, refresh, etc.

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
215	ABREGO, S																						P	P	P	P	P				P	P	P
004	ACOSTA JR, J	Z	Z	Z	Z	Z			Z	Z	Z	Z	A			Z	P	P	I	P			P	P	P								
004	ACOSTA JR, J																								P	P					P	P	P
720	ALVAREZ, D	P	P	P	P	P			P	P	P	P	P			P	P	P	Z	P			P	P	P	P	P			P	P	P	
502	ALVAREZ, D	P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P	P	
091	ANZALDUA, C																											Z			Z	Z	Z
466	BARRIENTOS, M	P	P	P	P	P			P	P	P	P	P			P	P	P	P	P			P	P									
466	BARRIENTOS, M																									P	P	P			Z	Z	Z
996	BORJAS, G	P	P	Z	Z	P			P	P	P	P	P			P	P	P	P	P			P	P	P	P	Z			P	P	P	
208	CARDENAS, O	Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			Z	Z	Z	Z	Z			Z	Z	Z	Z							

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

Clicking the Child Name heading again will reverse the sort order

**Provider - Attendance Report**

Displaying Month of Aug, 2011

08 2011 SEARCH

Month Year

10

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
142	VALDIVIEZ	P	P	P	P	P			P	P	Z	P	P		P	P	P	Z	P		P	P	Z	P	P		P	P	Z			
955	TREVINO, M	P	P	P	P	I			I	P	P	P	P		P	P	P	P	P		P	P	P	P	P		P	P	P			
995	SANCHEZ, J	P	P	Z	Z	P			P	P	P	P	P		P	P	P	P	P		P	P	P	P	Z		P	P	P			
466	SANCHEZ, E																							P	P	P		Z	Z	Z		
466	SANCHEZ, E	P	P	P	P	P			P	P	P	P	P		P	P	P	P	P		P	P										
142	SALAZAR, N	P	P	P	P	P			P	P	Z	P	P		P	P	P	Z	P		P	P	Z	P	P		P	P	Z			
067	SALAZAR, K	Z	P	P	P	P			P	P	P	P	P		P	P	P	P	P		P	P	P	P	P		P	P	P			
142	SALAZAR, E	P	P	P	P	P			P	P	Z	P	P		P	P	P	Z	P		P	P	Z	P	P		P	P	Z			
698	RODRIGUEZ,																							P	P	P	P		P	P	P	
161	RODRIGUEZ, E	P	P	P	P	P			P	P	P	P	P		P	P	P	P	P		P	P	P	P	P		P	P	P			

Results 1 - 10 of 41.

- Present(P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report(Z)
- Absent(I,C,A)
- Authorized Day

Clicking the heading a third time restores the original sort order

**CCAA** Log-out | Admin

USER INFO

### Provider - Attendance Report

#### Provider Information

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210- [REDACTED]

#### Provider - Attendance Report

Displaying Month of Aug, 2011      08 2011      SEARCH

Month Year

TWIST ID	Child Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
[REDACTED] 672	CHAFMAN, [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	A	P	P		P	P	P	P	P			P	P	P	
977	GARZA, G [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
977	GARZA, S [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
365	KENT, I [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
365	KENT, R [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
158	FAULK, B [REDACTED]		P	P	P	P				P	P	P	P																			
158	FAULK, B [REDACTED]															P	P	A	A					A	P	P	P			P	P	
501	LEONARD, [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
996	BORJAS, G [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	
996	SANCHEZ, J [REDACTED]	P	P	P	P	P			P	P	P	P	P			P	P	P	P		P	P	P	P	P	P			P	P	P	

Results 1 - 10 of 41.

- Present (P)
- Holiday (H)
- Unpaid Holiday (U)
- No Report (Z)
- Absent (I, C, A)
- Authorized Day

DETAILS   REFERRALS   ACTIVITY   TRANSACTION   ATTENDANCE

The default sort order is TWIST ID.

CCAA Log-out

Admin

USER INFO

### Provider Referral

#### Provider Information

Facility Information		Address	
Name:	THE [REDACTED] ACADEMY INC	Email:	[REDACTED]
License #:	[REDACTED]	Address:	[REDACTED] RD
Board:	20 - Alamo	City:	SAN ANTONIO
Provider ID:	22000 [REDACTED]	State:	TX
Status:	ACTIVE	Zip:	78240
Regulation Type:	LICENSED CHILD CARE CENTER	County:	15 - Bexar
Corporation:	No	Phone #:	210-[REDACTED]

#### Referral Report

TWIST ID	Child #	Child Name	Last Activity	Trans Type	Response
[REDACTED] 672	1	KATHRYN C [REDACTED]	09/20/2011 06:14 PM	OUT	(00) S/A
[REDACTED] 977	2	STEVEN G [REDACTED]	09/16/2011 02:00 PM	OUT	(00) S/A
[REDACTED] 977	3	GIULIANA G [REDACTED]	09/16/2011 02:00 PM	OUT	(00) S/A
[REDACTED] 365	1	ISABELLA K [REDACTED]	09/15/2011 05:30 PM	OUT	(00) S/A
[REDACTED] 365	2	RICHARD K [REDACTED]	09/15/2011 05:30 PM	OUT	(00) S/A
[REDACTED] 158	1	BRENDOLYN F [REDACTED]	09/16/2011 05:17 PM	OUT	(00) S/A
[REDACTED] 067	6	ZALYEL M [REDACTED]	09/20/2011 06:28 PM	OUT	(00) S/A
[REDACTED] 996	1	JUSTINA S [REDACTED]	09/19/2011 06:01 PM	OUT	(00) S/A
[REDACTED] 996	2	GIOVONNI B [REDACTED]	09/19/2011 06:01 PM	OUT	(00) S/A
[REDACTED] 720	2	DANIELLA A [REDACTED]	09/20/2011 10:15 AM	IN	(00) S/A

Results 1 - 10 of 30.

[DETAILS](#)
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The same Search, Sort and Extract toolbar has been added to Referral Report screen and the Transaction Report screen as well as the Provider Activity Report <screen shot not available>



CCAA Log-out  
Admin  
USER INFO

### Provider - Transaction Report

#### Provider Information

Facility Information		Address	
Name:	PRIVATE SCHOOL	Email:	
License #:		Address:	DRIVE
Board:	28 - Gulf Coast	City:	HOUSTON
Provider ID:	2600	State:	TX
Status:	ACTIVE	Zip:	77090
Regulation Type:	LICENSED CHILD CARE CENTER	County:	101 - Harris
Corporation:	No	Phone #:	281-

#### Provider Transaction Search

Report on dates between:  -  SEARCH RESET  
(Month/Day/Year) Start Date End Date

TWIST ID #:   Unmatched Transactions Only

#### Provider Transaction Report

Date	TWIST ID	Child Name	Child	Trans Type	Entry D/T (CT)	Response
09/07/11 11:55 PM	901	KNIGHT	1	OUT		(00) S/A
09/07/11 11:55 PM	901	KNIGHT	2	OUT		(00) S/A
09/07/11 11:38 PM	856	HILL	1	OUT		(00) S/A
09/07/11 11:38 PM	856	HILL	1	IN		(00) S/A
09/07/11 11:35 PM	524	LEWIS	1	OUT		(00) S/A
09/07/11 11:24 PM	780	WILLIAMS	2	IN		(00) S/A
09/07/11 11:24 PM	780	WILLIAMS	1	IN		(00) S/A
09/07/11 11:07 PM	381	HARO	1	OUT		(00) S/A
09/07/11 11:05 PM	787	MATTHEWS	1	OUT		(00) S/A
09/07/11 11:05 PM	787	MATTHEWS	1	IN		(00) S/A

Results 1 - 10 of 2,388.

DETAILS
REFERRALS
ACTIVITY
ATTENDANCE

A new function has been added to the Provider Transaction Search that allows users to search for unmatched attendance transactions within a selected period by checking the Unmatched indicator.

**Provider Transaction Search**

Report on dates between:  -

(Month/Day/Year) Start Date End Date

TWIST ID #:   **Unmatched Transactions Only**

**Provider Transaction Report**

Navigation icons: back, forward, search, refresh, print, etc. | 10 |

Date	TWIST ID	Child Name	Child	Trans Type	Entry D/T (CT)	Response
09/01/11 04:50 AM	578	TAYLOR JR	1	P/IN	09/01/11 03:53 PM	(00) S/A
09/01/11 04:50 AM	578	TAYLOR	2	P/IN	09/01/11 03:53 PM	(00) S/A
09/01/11 05:00 AM	919	JOHNSON	1	P/IN	09/06/11 04:40 AM	(00) S/A
09/01/11 08:15 AM	839	LEE	1	OUT		(00) S/A
09/01/11 08:15 AM	839	LEE	2	OUT		(00) S/A
09/01/11 06:11 PM	657	EDOSOMWAN	1	OUT		(00) S/A
09/01/11 06:35 PM	215	LINTON	2	OUT		(00) S/A
09/01/11 06:35 PM	215	LINTON	1	OUT		(00) S/A
09/01/11 09:15 PM	394	HENDERSON	1	P/OUT	09/02/11 09:27 AM	(00) S/A
09/02/11 05:00 AM	919	JOHNSON	1	P/IN	09/06/11 04:43 AM	(00) S/A

Results 1 - 10 of 31.

CCAA Log-out

| Admin

USER INFO

### Referral - Profile

**Referral Information**

<b>Referral Information</b>	<b>Address Information</b>
TWIST ID: [REDACTED] 011	Address: [REDACTED] BLVD.
Child #: 1	City: STAFFORD
Child Name: [REDACTED]	State: TX
DOB: 08, [REDACTED]	Zip: 77477
	County: 101 - Harris
	Home Phone:
	Work Phone:

	Status	Type	Care Days	# of Days	Provider Name	Effective Date	End Date
Referral1	OPEN	F	NYYYYN	5	[REDACTED] PRIVATE SCHOOL	09/19/2011	09/30/2011
Referral2	OPEN	F	NYYYYN	5	[REDACTED] PRIVATE SCHOOL	10/01/2011	10/14/2011

[REFERRALS](#)
[ACTIVITY](#)
[TRANSACTION](#)

Changes have been made to the Referral Profile screen to add more detail information to the summary bar of each referral. The summary bar now allows users to view type of care, care days and number of care days of each referral without expanding the referral.

Referral - Profile

Referral Information

Referral Information		Address Information	
TWIST ID:	██████011	Address:	██████████ BLVD.
Child #:	1		
Child Name:	JONES ██████████	City:	STAFFORD
DOB:	08/██████	State:	TX
		Zip:	77477
		County:	101 - Harris
		Home Phone:	
		Work Phone :	

	Status	Type	Care Days	# of Days	Provider Name	Effective Date	End Date
Referral1	OPEN	F	NYYYYN	5	████████ PRIVATE SCHOOL	09/19/2011	09/30/2011
Referral2	OPEN	F	NYYYYN	5	████████ PRIVATE SCHOOL	10/01/2011	10/14/2011

Referral Information		Provider Information	
Status:	OPEN	Provider Name:	████████ PRIVATE SCHOOL
Received Date:	09/14/2011 10:14:08	Provider ID:	26000 ██████
Effective Date:	10/01/2011	License/ Permit/ SSN #:	████████
End Date:	10/14/2011	Address:	██████████
Care Days:	NYYYYN	City:	HOUSTON
# of Days:	5	State:	TX
Full/Part Time:	F	Zip:	77081
Referral ID:	████████735	County:	101 - Harris
		Phone:	713 ██████

The Search, Sort and Export toolbar has also been added to the Referral Transaction Report

CCAA Log-out

Admin


USER INFO

### Referral Information

Referral Information		Address Information	
TWIST ID:	██████████ 578	Address:	████████████████████
Child #:	1		355
Child Name:	██████████ TAYLOR JR	City:	HOUSTON
DOB:	11/██████████	State:	TX
		Zip:	77090
		County:	101 - Harris
		Home Phone:	
		Work Phone :	281-██████████

### Referral Transaction Search

Report on dates between:  -   
(Month/Day/Year) Start End Date



### Referral Transaction Report

Date	Child Name	Child #	Card #	Trans Type	Entry D/T (CT)	Response
09/07/11 02:37 PM	██████████ TAYLOR	2	██████████ 7922	OUT		(00) S/A
09/07/11 02:37 PM	██████████ TAYLOR JR	1	██████████ 7922	OUT		(00) S/A
09/07/11 04:27 AM	██████████ TAYLOR JR	1	██████████ 7922	IN		(00) S/A
09/07/11 04:27 AM	██████████ TAYLOR	2	██████████ 7922	IN		(00) S/A
09/07/11 04:26 AM	██████████ TAYLOR JR	1	██████████ 7922	IN		(A8) Check Out First
09/07/11 04:26 AM	██████████ TAYLOR	2	██████████ 7922	IN		(A8) Check Out First
09/06/11 03:00 PM	██████████ TAYLOR JR	1	██████████ 7922	P/OUT	09/07/11 04:27 AM	(00) S/A
09/06/11 03:00 PM	██████████ TAYLOR	2	██████████ 7922	P/OUT	09/07/11 04:27 AM	(00) S/A
09/06/11 04:26 AM	██████████ TAYLOR JR	1	██████████ 7922	IN		(00) S/A
09/06/11 04:26 AM	██████████ TAYLOR	2	██████████ 7922	IN		(00) S/A

Results 1 - 10 of 28.