

Sign up for the EPICS Child Care Provider Dashboard today!

Use the Provider Dashboard to easily manage child care contracts 24/7 and get paid quickly and accurately.



EPICS Child Care Provider Dashboard

The EPICS child care provider dashboard was designed for child care providers. Owners, directors, and administrators of licensed and registered child care programs are encouraged to utilize this helpful tool.

Benefits of accessing this user-friendly platform include:

- ▶ Manage child care contracts:
 - Accept, decline and end child care contracts.
 - Receive email notifications for pending, approved or denied contracts.
 - View and print all child care contracts.
- ▶ Manage employee records:
 - Activate and deactivate employees.
 - Update address and contact information.
- ▶ View child care payments and remittances:
 - Choose to go paperless.
- ▶ View important information such as:
 - Certification/license information.
 - Star level.
 - NMAC Regulations 8.9.4 and 8.9.5.

For more information or help with the EPICS Child Care Provider Dashboard, visit bit.ly/EPICSProvider or send an email to ececd-ecs-providergovernance@ececd.nm.gov.

How to access the Provider Dashboard

Providers will need to have an account with the New Mexico Early Learning System (NMELS).

1. Create a free NMELS account here at <https://nmels.org>
2. Take a 30-minute training on the [New Mexico Early Learning System \(NMELS\)](https://nmels.org) website.
3. Upon completion of the training, providers will be prompted to complete an access request form and download the training certificate.
4. Email the request form and the training certificate to ececd-ecs-providergovernance@ececd.nm.gov
5. Within 4 days, you will receive an EPICS account activation email to grant access to the dashboard.



NEW MEXICO

Early Childhood
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