



# OCLQS Day Camp Overview

## Day Camp Activities in OCLQS:

### I'm a new Day Camp that would like to register:

New Day Camps should begin by creating an account in the OCLQS Provider Portal (link below). Once the account has been created, the Day Camp can register.

*\*You are considered to be a NEW Day Camp if you had a change of ownership, change of address, or missed renewing by the March 14<sup>th</sup> deadline.*

### I'm a returning Day Camp that would like to renew my registration:

Day Camps currently registered in OCLQS can renew their registration by logging into their OCLQS account in the OCLQS Provider Portal (link below) and submitting a registration renewal.

### After completing registration or renewing registration, Day Camps that want to provide Publicly Funded Child Care (PFCC):

After completing registration or renewing registration, Day Camps that want to provide PFCC may submit an application requesting to be approved to provide PFCC. If the Day Camp provided PFCC in the immediately preceding year, they can submit an application to renew an existing approval.

	New Day Camp	Returning Day Camp
<b>New Registration</b>	✓	✗
<b>Renew Registration</b>	✗	✓
<b>Apply for Approval</b>	✓	✓
<b>Renew Approval Application</b>	✗	✓

## Things to know:

### Day Camp Desk Aid

The Day Camp Desk Aid contains important information related to Day Camps. The link for the Desk Aid is in the Helpful Resources Section below.

### OCLQS Programs

If the owner of a Day Camp has other types of Programs (e.g. Child Care Center) in OCLQS, then a new account will need to be created within the OCLQS Provider Portal for each type of Program. A new account is required for each program type in the system.

### Registration Renewal in OCLQS

Day Camps currently registered in OCLQS can renew their registration in OCLQS from January 1 to March 14.

### Application for PFCC Approval

Day Camps approved in the immediately preceding year to provide PFCC may renew their application in OCLQS after they have registered, until March 14. Day Camps may submit an initial application for PFCC approval in OCLQS after they have registered, until April 14 to ensure approval by summer.

## Helpful Resources:

Day Camp Desk Aid

ODJFS Account Management

ODJFS Registration Day Camp

Day Camp Registration Renewal

Day Camp Application Renewal

ODJFS Application Day Camp

Early Childhood Ohio: <http://www.earlychildhoodohio.org/sutq/Web-Training.stm>

OCLQS Provider Portal: [https://oclqs.force.com/oclqs\\_home](https://oclqs.force.com/oclqs_home)