



Understanding VPK Payments

Dear VPK Providers,

If you have any questions regarding your program's monthly payments, please direct all emails to Sidney Kostecki, Reimbursement Coordinator at Sidney.Kostecki@ecs4kids.org.

Due to the recent increase in questions regarding the VPK Advance, we wanted to take a moment to explain the process in its entirety. For the example we will use the month of October, VPK Advances work like this:

Providers will submit their September attendance by the 3rd of October. Providers who selected to receive prepay within their contract will receive a November Advance.

The two positive dollar amounts: September Actual attendance and the VPK Advance payment for November.

During the month of August, providers who selected prepay would have received a September advance. Since the September attendance is now being processed in October, the September advance is now deducted and returned to us which was paid to the provider in August.

Providers who selected to receive prepay (Advances) will have three dollar amounts during the month of October :

1. Payment for September attendance
2. Payment for November advance
3. Deduction of the September advance that was sent in August.

Something to keep in mind is that at the end of the school year, the VPK payments for attendance are sometimes lower due to children's absences or family vacation since its close to school ending/ summer vacation.

This may result in the advance that was sent for May, exceeding the payment amount for children that attended during that month. This results in an overpayment that is owed to ECS due to the amount discrepancy.

Thank you,

Shivaughn Williams

Manager of Provider Services

Episcopal Children's Services

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