

KinderConnect - Adding Child Picture

KinderConnect allows you to add a picture to the records of the children you care for. This picture will also appear next to the child's name in KinderSign. Before you start, you will need to have a picture of the child saved on your computer.

A Press **Search** under Child.



B Enter the search criteria for the child you would like to view. Press **Search**.

Child Search

Provider:

First Name:

Last Name:

CIN:

SSID:

Phone Number:

Schedule Date:

Region:

Case County:

Case Number:

Customized Category:

Age Group:

Infant

Toddler

PreSchool

School Age

C Select the child you would like to view by clicking on their name in the **Search Results** to access the **Child Detail** page.

Search Results

Child Name	SSID	Child ID	CIN	Case Number	OB Case Number	Date of Birth	Age Group	Phone Number	Providers	Case County	Sponsors	Authorization Program Type	Customized Schedule	Account
Abbott, Ben		451	ab02790	ab0123		2/2/2014	PreSchool		Aunt Bernita's Child Care FRANCE DAY CARE	OUT OF STATE	Abbott, Amy (PC)	PFOC		Account
Abbott, Cal		452	ab02791	ab0123		2/2/2008	PreSchool		Aunt Bernita's Child Care FRANCE DAY CARE	OUT OF STATE	Abbott, Amy (PC)	Critical Occupations		Account
Kalani, Kai		734	CN851		08CN851	3/15/2018	School Age		Aloha Day Care Center	OUT OF STATE	Kalani, Parent (PC)	PFOC	School Age Test 3	Account

D From the **Child Detail** page, press **Upload Picture**.



E Locate in your computer the child picture you would like to upload, which you had previously saved. This process will vary based on your computer.

F Once selected, the picture will appear on the right side of the **Child Detail** page. The picture will also display in KinderSign next to the child's name.

Child Detail

Child ID: 734

First Name: Kai

Middle Name:

Last Name: Kalani

Date of Birth: 2/2/2018

Age Group: School Age

Phone Number:

Authorization Program Type: Subsidized

CIN:

SSID:

Authorizations:

Provider	Start Date	End Date	Status	Schedule Hours	Additional Information	Authorization Program Type
Aloha Day Care Center	1/1/2024	12/31/2024	Expired	Varying: 40:00	UAN: (Auth9876) - 01/01/2024	PFOC

Private Pay Schedules: Add Private Pay Schedule

Customized Schedules:

School Age Test 3 - Russ Category School - Russ Test Provider OH

Updated 12/07/2020 by state user

Start Date: End Date:

Mon Tue Wed Thur Fri Sat Sun

Start Time	End Time
08:00 am	05:00 pm

The **Delete Picture** button enables once a picture is uploaded. You can change the picture at any time by deleting the existing picture and repeating the steps above to upload a new one.

G To remove a picture, press **Delete Picture**.



For more information, visit www.ohiocctap.info, email us at supportOH@kindersystems.com or call us at 1-833-866-1708.