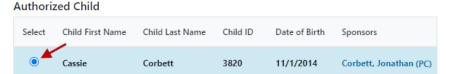
KinderConnect – Merge Attendance

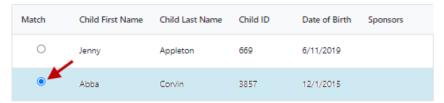
If a **Child** starts receiving services while eligibility is being determined, it is necessary to create a Non-Subsidized (Private Pay) Schedule in order to track **Attendance**. Once authorized, the child has two schedules, one for subsidized and another for non-subsidized care.

- On the main KinderConnect menu, press Merge under Provider to view all new **Authorized Child** names.
- B Click on the radio button corresponding to the name of the child that you would like to merge to generate a list of all **Potential Matches**.



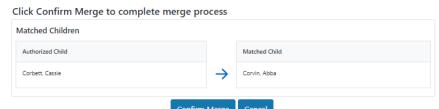
Click under *Match* next to the name of the child that you would like to merge into the first child record selected to select. If no matching children are found, the system displays a list of all potential children and a message indicating that no matching children were found and that the list of potential matches has been expanded to show all children.

Potential Matches



Press Accept Match to confirm your selection.

Verify the **Child** records to be merged are correct. Press **Confirm Merge** to accept the selection.



KinderConnect issues a message informing you that the merge was successfully completed.

