KinderTrack – Setting a Provider Rate

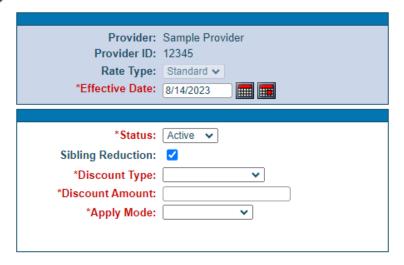
Press Rates under Provider.



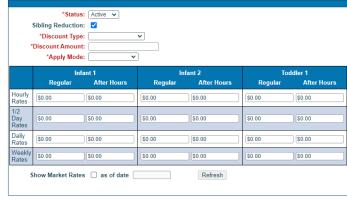
Press the drop-down arrow to select the Rate Type.

Provider: Sample Provider
Provider ID: 12345
Rate Type:

Press **Edit** to open the fields for editing.



- You can now modify the **Rate Type** selected for editing.
- Enter the **Effective Date** for the rates or use the **Calendar** button to select.
- Press the drop-down arrow to select the **Status** indicating whether the rates are **Active** or **Inactive** (KinderSystems use only).
- G If the **Provider** offers a discounted rate for siblings enrolled at the same facility, click the **Sibling Reduction** checkbox. When checked, additional fields open requiring additional information for the discount.
 - Press the drop-down arrow to indicate the Discount Type, whether the discount is based on a fixed Amount Per Week or a Percentage.
 - Enter the **Discount Amount.**
 - Press the drop-down arrow to select the Apply Mode; the discount will be applied to All Children or After First Child.



- Press the drop-down arrow to select whether the **Preferred Rate Mode** of the **Provider** is based on charging a Fixed Rate or using preset **Thresholds** to determine whether to pay **Full-Time** or **Part-Time** rates.
- You can now edit the **Provider** rate amounts in the table. Make sure to enter amounts for **Normal Hours**, **After Hours**, and **FT+ Hours**, based on **the child's age and Part- Time or Full-Time status**.
- If desired, click the **Show Market Rates** check box. The system automatically selects the current date and displays the rates. To change, type the desired **as-of-date** or use the **Calendar** button to select. Press **Refresh** to update.

Show Market Rates ✓ as of date 8/14/2023 Refresh

Note: The Market Rates can only be edited through the Admin activity. The system then displays the **Market Rates** as of the selected date.

The request to **Show Market Rates** enables the **Fill – Market Rates** button on the top of the page. Press to populate the **Provider** rate fields with the **Market Rates** currently displayed.



Note: The **Fill – Market Rates** button only populates the rates in the **Normal Hours** section. The user needs to populate other sections manually.

- Click **Select** >> next **to Change Reason** to choose the reason for making the changes or type a new one.
 - M Press Save. Save Cancel

Note: If, upon clicking **Save**, the information needs to be completed or corrected, you will receive one or more pop-up messages/WPIs letting you know what needs to be changed to save the record.