How to Submit a School Readiness Provider Match Pre-Screening Form

- Step 1: Go to [https://elcbroward.webauthor.com/go/survey/form.cfm?xm_form_id=2](https://elcbroward.webauthor.com/go/survey/form.cfm?xm_form_id=2). The School Readiness Provider Match Pre-Screening Form can be accessed by clicking the link above or by obtaining the link at [https://www.elcbroward.org/](https://www.elcbroward.org/)
  - If accessing the link from elcbroward.org, please follow the steps below.
    - Step 1: Go to [https://www.elcbroward.org/](https://www.elcbroward.org/)
    - Step 2: By hovering the mouse over the “Providers” tab, click on “School Readiness Provider Match.”

- Step 3: Once on the “School Readiness Provider Match” page, the link can be obtained in the “What is the enrollment process?” section.

What is the enrollment process?
- Providers ask interested employees to complete a [SR Provider Match Pre-Screening Form](https://www.elcbroward.org/).
- Once the form is submitted electronically, the provider will receive a confirmation email. (Faxed or emailed packets are not accepted.)
- For questions regarding a submitted SR Provider Match Pre-Screening Form or SR Provider Match enrollment, please reach out to [srprovidermatch@elcbroward.org](mailto:srprovidermatch@elcbroward.org).
• Step 2: Fill out the School Readiness Provider Match Pre-Screening Form. The provider will ask interested employees to complete a SR Provider Match Pre-Screening Form. The School Readiness Provider Match Pre-Screening Form is divided into three sections. All fields labelled with an asterisk (*) are required.
  o Section 1: Parent and Provider Information
- Section 2: Employment and Household Status

- Section 3: Children Information
  - Note: To add additional children to the form, click on “Add More.” If a child needs to be removed from the form, click on “Delete.”

- Step 3: Once each section is completed, place a check next to the “I’m not a robot” reCAPTCHA. The reCAPTCHA will prompt the user to select the squares corresponding to the images and click “Verify.”
• Step 4: Once the reCAPTCHA is verified, click “Submit.”

• Step 5: Congratulations! You have successfully submitted a School Readiness Provider Match Pre-Screening Form. The confirmation message below will generate on the screen and will be emailed to the parent and provider.

The Early Learning Coalition of Broward County has received your SR Provider Match Application. The application will be reviewed within 10 calendar days of submission. The assigned Family Services Specialist will reach out to the parent to request documents required to determine School Readiness eligibility. Once eligibility is determined or voided, the Family Services Specialist will reach out to the parent and childcare provider with the outcome of the application.

Thank you.