



VPK Reimbursement Changes

Provider: County: Date:

This form is to inform you of VPK reimbursement changes for the month(s) of:

The following apply:

The attendance sheet(s) were not fully or partially processed for the following reasons:

- VPK Attendance sheet was received after the due date.
- VPK Attendance sheet was not signed or filled out correctly by the provider.
- No or lack of appropriate documentation to approve payment for child(ren):

- Incorrect enrollment dates for child(ren):

Child Name	Enrollment Date
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

- No payment can be made after termination date for the child(ren):

Child Name	Termination Date
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

- The following date(s) cannot be paid, as the provider selected as "non-reimbursable" day:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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- Sign in/out sheets not submitted for:

- Florida State regulations require deduction of absence hours over 20% of hours attended .
SEE REIMBURSMENT REPORT

- Other:

Client Services Counselor Telephone Ext.

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