

## CCS Enrolment Statuses\*

Status	When status applies	Next steps	Parent entitlement displayed?	Can submit session reports?	Can CCS be paid?
Received	New enrolment submitted without child and/or parent CRN (previously 'informal')	Parent needs to provide CRN/s to provider → provider updates enrolment with CRN/s	No	Yes	No
Pending Eligibility†	Parent has not lodged a CCS claim for <u>this child</u> (may have claimed for other children)	Parent should lodge a claim as soon as possible → enrolment confirmation will be part of claim process	No	Yes	No
	Parent has lodged a CCS claim and it is being processed (requires manual assessment)	Parent notified when claim assessment is finalised → needs to confirm the enrolment			
	Parent has lodged a CCS claim and is not eligible for the child	Parent notified if not eligible → may lodge new claim if circumstances change (e.g. residency status)			
Pending Confirmation	Parent has claimed (and is eligible) for the child before the enrolment was submitted	Parent notified → needs to review the enrolment	No	Yes	No
Confirmed	Parent has reviewed and confirmed the enrolment	Provider notified → parent entitlement information available → processing of session reports submitted before confirmation is triggered → CCS can be paid	Yes	Yes	Yes
Disputed	Parent has reviewed the enrolment and indicated one or more details are not correct	Provider notified → review enrolment → discuss with parent and submit update notice	No	Yes	No
Rejected	Parent has reviewed the enrolment and indicated the child is not enrolled at the service	Provider notified → review enrolment → discuss with parent and submit new enrolment notice if child is enrolled	No	No	No
Ceased	Enrolment end date reached	Ceased enrolments cannot be reactivated → submit new enrolment notice if child is enrolled again	No	No	No
	8 continuous weeks of non-attendance				
	Service/provider operations cease				

\* Table shows main statuses for CWA enrolments – some are not applicable to other arrangement types. Additional transitory statuses may appear in enrolment records.

† If the parent is CCS eligible for another child, or has previously been CCS eligible for a child, they will be able to view and confirm these enrolments.