

Online Child Care Claims System

Click and Claim

The online child care claims system is a web-portal that allows child care programs to electronically submit their monthly claim forms for the following child care payments:

- Child Care Subsidy Program;
- Child Care Accreditation Funding Program;
- Infant Care Incentive Program; and
- Family day home agency program.

The type of information you will need to fill out includes:

- the hours attended and current monthly fee for each child receiving subsidy;
- the hours worked by certified staff; and
- the number of subsidized and non-subsidized children who have received full-time (more than 100 hours) and part-time (less than 100 hours) care.



Government
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Human Services

The Benefits

The online system is a fast, efficient web-portal that has been developed to:

- ensure programs receive funding in a timely manner;
- provide accurate and up-to-date information regarding children who are approved for subsidy in a program for the claim period; and
- give accurate and up-to-date information regarding certified staff members and registered providers for a program or agency for the claim period.

Who will use the Online System?

All licensed and approved child care programs that have signed a Subsidy Grant Agreement and/or participate in the Accreditation Program will be using the online system to submit their monthly child care claim.

The online system is available to the following child care service providers:

- licensed day care, preschool, out-of-school care and group family child care programs
- approved early childhood development programs; and
- contracted family day home agencies.

Contact Information

For more information, please visit the online child care claims system website at:
<http://www.child.alberta.ca/home/1417.cfm>

Alternatively, contact our office at:
Child Care Claims Unit
Ministry of Human Services
6th floor, Sterling Place
9940 - 106 Street
Edmonton, AB T5K 2N2

Phone: 1-855-638-6121
Fax: 780-427-1258
Email: hs.childcare-claims@gov.ab.ca

How to Register

If you are an accredited/pre-accredited program and/or have signed a Subsidy Grant Agreement, you can complete the Child Care Claims Login Information Form (CDEV0017). You can find the form on the Online Claims System website at:
<http://www.child.alberta.ca/home/1417.cfm>

After your form has been approved, you will be given a login ID to access the online system. During the initial login, you will be given directions on how to set up your password and security questions.

Accessing the Online System

The child care claims web-portal can be accessed at:
<https://childcareclaims.alberta.ca/c3p/>

To change your password or security questions, simply go to the Password Manager at:
<https://extaccount.alberta.ca/SNEEXT/psf.exe>

Customer service representatives are available Monday to Friday from 8:15a.m. to 4:30p.m. to answer any questions and help resolve any problems you may encounter while using the online claims system.

