



New MMRs Option

Your Monthly Management Reports (MMRs) have been combined into one file for easier viewing and printing.

Starting this month, click the *Monthly Reports Merged* link to display and print the MMRs in one document. The option to print each MMR separately will still be available.

Cost Worksheets Due!

If you have not yet done so, please submit your *2010-2011 Cost Calculation Worksheet* as soon as possible. Claims cannot be processed until your actual costs are calculated.

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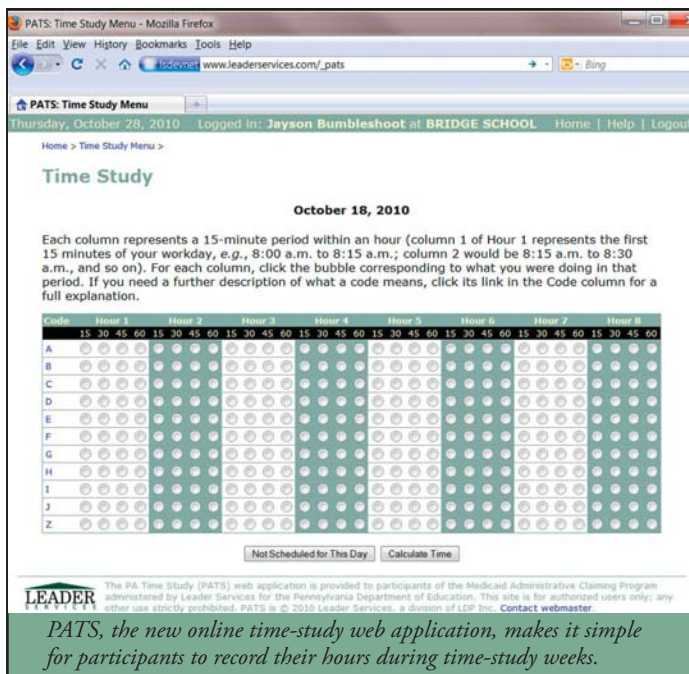
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Online Time-Study Option Released

Leader is pleased to announce the release of the PA Administrative Time Study (PATS) system, designed for participants of the Pennsylvania Administrative Claiming Program (ACP).

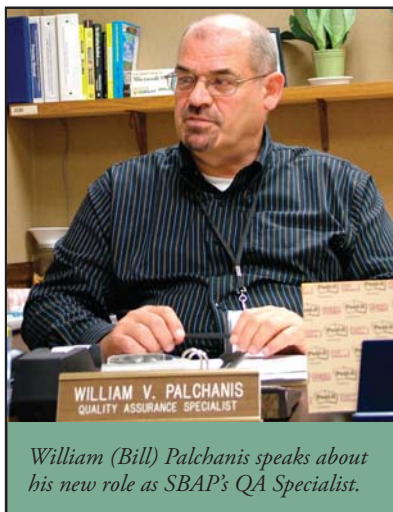
The web-based application allows for faster and more convenient time-study data capture and reporting than using paper. PATS administrators can then review and approve or reject participants' information online, and run a number of reports using real-time data.

The application even includes an online tutorial, which trains participants on the ACP codes and provides a quiz at the training's conclusion that allows them to test what they've learned.



The screenshot shows the PATS Time Study Menu web application. The browser title is "PATS: Time Study Menu - Mozilla Firefox". The URL is "www.leaderservices.com/pats". The page is titled "Time Study" and shows the date "October 18, 2010". Below the date, there is a grid for recording time study data. The grid has columns for "Code" and "Hour 1" through "Hour 8". Each hour column is further divided into 15-minute intervals (15, 30, 45, 60). The rows are labeled with codes A through Z. Below the grid, there are buttons for "Not Scheduled for This Day" and "Calculate Time".

PATS, the new online time-study web application, makes it simple for participants to record their hours during time-study weeks.



William (Bill) Palchanis speaks about his new role as SBAP's QA Specialist.

New QA Specialist Takes Helm

Leader Services welcomes William (Bill) Palchanis as our new Quality Assurance Specialist. In his new role, Bill is responsible for performing both onsite and desk audits of schools that participate in SBAP.

Bill is an ideal candidate for this position, as he brings a combined 22 years of experience in quality assurance and operations from his previous position at the American Red Cross. He is also a senior member of the American Society for Quality (ASQ), a leading membership organization devoted to quality standards and practices.

Bill said he looks forward to assisting schools with their compliance issues, and plans to begin tracking schools that have made great strides in improving their QA process so that they may help serve as a model for the program.

Fall Regional Trainings Well-Attended

The 2010-2011 SBAP and ACP fall regional trainings focused on the program's fundamentals. Emphasis was placed on the importance of quality assurance, self-audits, self-disclosures, and corrective action plans. The trainings were well-attended with overall positive feedback.

Thanks to the Pennsylvania Department of Education and the Pennsylvania Department of Public Welfare for their input on and assistance with the trainings, and to all who made this year's fall regionals one of the best attended on record.

