



Kids Biz OSHC - OWNA Guide

SIGNING YOUR COMPLYING WRITTEN AGREEMENT

Overview

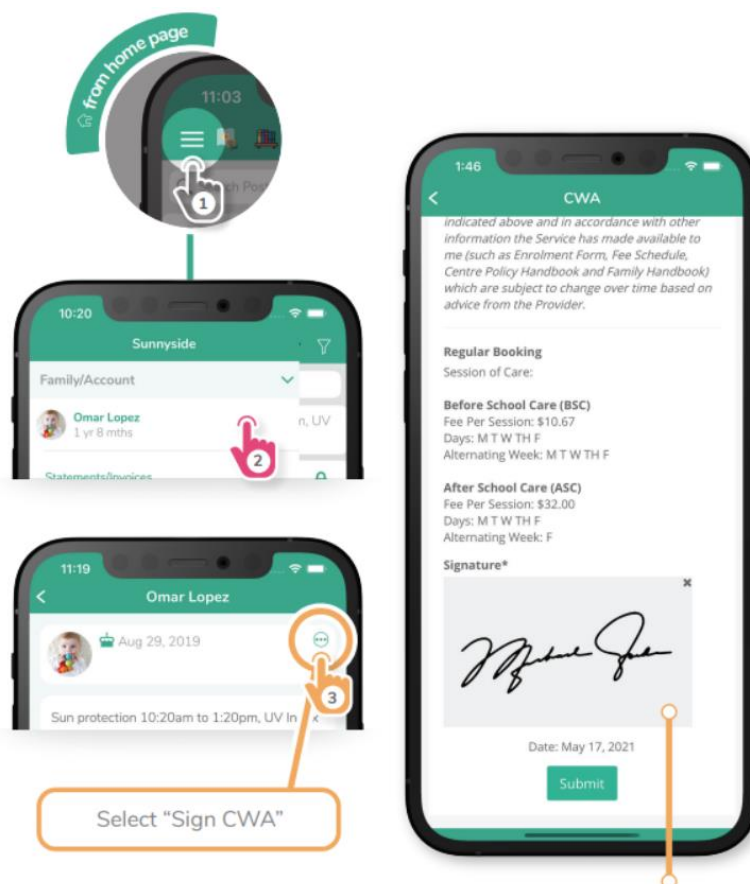
The establishment and maintenance of Complying Written Arrangement (CWA) between approved providers and individuals is central to determining the individuals' eligibility for CCS. While approved providers and individuals may choose to enter into other types of arrangement for the care of a child, CCS can only be paid for care provided under a CWA.

In order for our services to apply eligible CCS entitlements you will need to have a signed CWA. This can be done by following the steps below.

Steps

 This action can be repeated any time your child's regular attendances or enrolment details are changed

1. Click on the Family/Account menu (top left icon)
2. Go to child's Profile
3. Open the Child Menu (circle with 3 dots)
4. Select **Sign CWA**
5. Sign your name and press **Submit**



Read, scroll through the CWA and sign the signature box.