



FLORIDA DEPARTMENT OF HEALTH

CHECKING THE STATUS OF YOUR RENEWAL

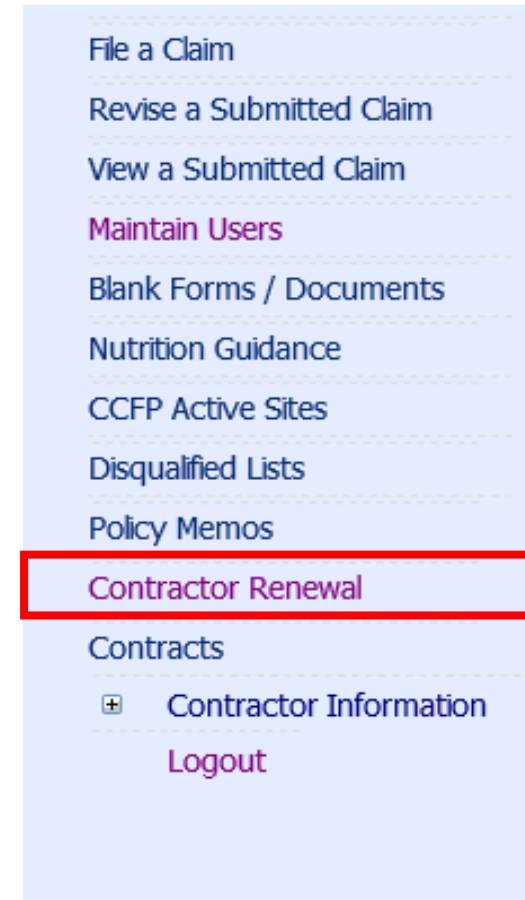
Bureau of Child Care Food Programs

Fiscal Year 2023-24

Florida Department of Health

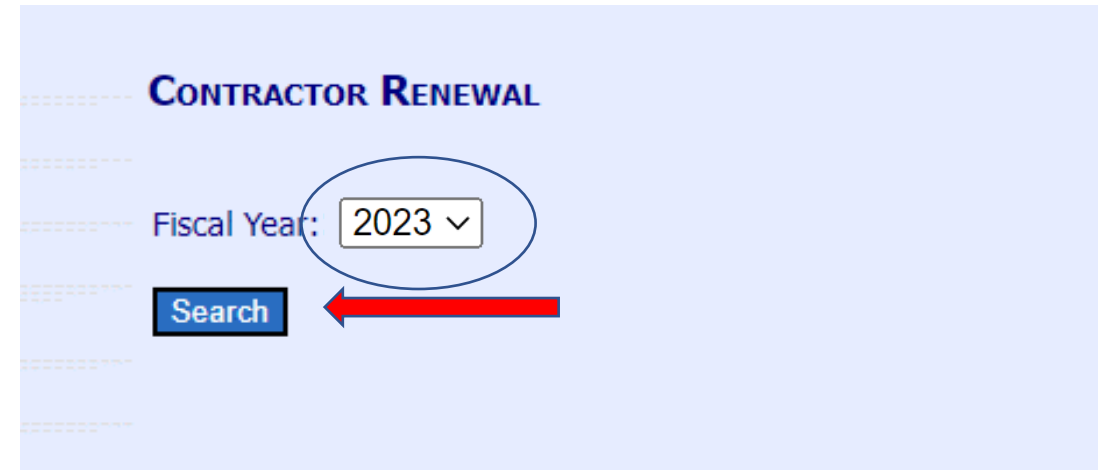
CHECKING THE STATUS OF YOUR RENEWAL

- Access and login to MIPS as you normally would
- Click 'Contractor Renewal' on your MIPS menu to access the renewal screen



CHECKING THE STATUS OF YOUR RENEWAL

- Make sure 2023 is shown in the Fiscal Year drop-down
- Click Search



The screenshot shows a web form titled "CONTRACTOR RENEWAL". Below the title, there is a label "Fiscal Year:" followed by a dropdown menu currently displaying "2023". A blue circle highlights the dropdown menu. Below the dropdown is a blue button labeled "Search". A red arrow points from the right towards the "Search" button.

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- You will see the status of the renewal screen at the top of the page.
- If you see 'SUBMITTED', then you have successfully submitted the screen.


CHECKING THE STATUS OF YOUR RENEWAL


 [Click here to View Submission and Approval Information](#) [Print Preview](#) 

- You may also scroll down on the Renewal screen until you see the link 'Click here to View Submission and Approval Information'
- Click that link

CHECKING THE STATUS OF YOUR RENEWAL



- The 'Action' column will show whether you have submitted or not submitted your renewal and whether your renewal has been approved or returned for further information.

[Click here to View Submission and Approval Information](#) [Print Preview](#) 

Action	Date	User	Additional Information	Email
Submitted	6/20/2019 10:17:51 AM	3885butti		Print Email 
Not Submitted	6/20/2019 10:17:45 AM	3885butti		

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[Click here to View Submission and Approval Information](#) [Print Preview](#) 

Action	Date	User	Additional Information	Email
HQ Approved	6/20/2019 10:25:28 AM	powellsx		Print Email 
Submitted	6/6/2019 11:21:36 AM	1188pereil		Print Email 
Not Submitted	6/6/2019 11:21:27 AM	1188pereil		



- Once your renewal has been approved, you will be able to print a copy of your approval email by clicking the 'Print Email' link under the 'Email' column.

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For any questions, contact:
Bureau of Child Care Food Programs
850.245.4323