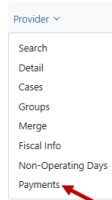


KinderConnect – View Payment Details

Use the **Provider > Payments** page to search for payments by deposit date and see how each payment was calculated, broken down by child and by day.

Need a quick overview? Watch the 3-minute View Payment Details video before following the steps below: [Watch Video](#).

A Click on **Provider > Payments**.



B Enter the **Start Date** and **End Date**, then press **Search**.

A screenshot of the 'Provider Payments' search form. It includes a 'Provider' dropdown set to 'First Steps Academy (002123456)'. Below is a 'Deposit Date Range' section with 'Start Date' (05/01/2026) and 'End Date' (08/06/2026) fields. A note states: 'Payments typically appear on this page up to six days prior to the deposit.' At the bottom are 'Search' and 'Clear' buttons. Red arrows point to the date fields and the Search button.

C The **Payment Runs** grid will display all payments whose **Deposit Date** falls within the selected date range.

Note: Payments typically appear on this page up to six days prior to the deposit date.

D To export the payment run information shown in the **Payments Runs** grid, select the checkbox next to the payment run(s) you want, then press **Export**. The file contains one row per payment run, with the same columns shown in the **Payment Runs** grid.

A screenshot of the 'Payment Runs' grid. It shows a table with columns for Provider, Family Name, Child Name, and Child CIN. The first row is selected, and a red arrow points to the 'Export' button at the top right of the grid.

E Click **Details** on the payment you want to review. The **Child Amounts and Attendance Detail** page displays a summary of the payment run and one row per child.

A screenshot of the 'Child Amounts and Attendance Detail' page. It shows a table with columns: Provider Withholdings, Taxes Withheld, Deposit Amt, and Details. The first row shows \$0.00, \$0.00, \$622.00, and a 'Details' link. A red arrow points to the 'Details' link.

F To see daily attendance for a child associated with a payment, click **Details** on that child's row. An inline panel expands showing **Date of Service**, **Attendance Type**, **FD Units**, and **PD Units**. Click **Details** again to collapse.

A screenshot of the 'Child Amounts and Attendance Detail' page. It shows a table with columns: Provider, Family Name, Child Name, Child CIN, Case Number, Service Month, FD Units, PD Units, Attendance Amt, Absent Amt, Holiday Amt, Copy Amt, Fee Amt, Adjustment Amt, and Subtotal Amt. The first row is selected, and a red arrow points to the 'Details' link. Below the table is an 'Attendance Detail' panel showing a table with columns: Family Name, Child Name, Child CIN, Case Number, Date of Service, Attendance Type, FD Units, and PD Units. The first row is selected, and a red arrow points to the 'Details' link.

G To export the child amount and attendance information shown above, select the rows you want and press **Export** or **Export with Details**. **Export** contains one row per child, with the same columns shown in the **Children** grid. **Export with Details** adds each child's daily attendance records beneath their row.

A screenshot of the 'Children' grid. It shows a table with columns: Provider, Family Name, and Child. The first row is selected, and a red arrow points to the 'Export with Details' button at the top right of the grid.