

**New Mexico Early Learning System (NMELS)
Terms of Service**

The New Mexico Early Learning System portal (NMELS.ORG) was created to:

- Deliver targeted early childhood professional development across New Mexico
- Obtain and deliver critical program and individual staff workforce data for QRIS
- Provide data for policymakers as they evaluate the strengths and needs of the workforce

Workforce data is collected as a part of NMELS. NMELS collects:

- Personal Contact Information
- Personal Demographic Information
- Employment information

How does NMELS collect my information?

- Data is collected using the on-line registration and update interface.

Why is NMELS collecting my information?

- NMELS will serve as a repository of data to improve Workforce Development and Program Quality Improvement efforts.

Data Category	Data Source	Data Use
Personal Contact Information	Individual	<ul style="list-style-type: none">• Ability to uniquely identify the user in the NMELS system
Personal Demographic Information	Individual	<ul style="list-style-type: none">• Workforce data collection to support better understanding of workforce characteristics and how they may align with state and regional child needs
Employment information	Individual	<ul style="list-style-type: none">• Workforce data collection for better understanding of workforce trends and identification of state and regional needs• Workforce data collection for better understanding of workforce trends and identification of state and regional needs leading to changes in targeted professional development offerings

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How does NMELS protect my personal information?

To protect your information from unauthorized access and use, NMELS implements security protocols that comply with highest level standards. Security measures include protocols in the web-based interface such as SSL protection and encryption as well as three levels of monitored access and protection in the hosting environment.

What access do I have to my own data?

Once you have entered information, you will have full view and edit access to your information.

Need Help?

If you need help navigating the system, or to make changes to your information, or have any questions, you may contact the NMELS Support Team:

By Phone: 1-855-NMDATA1 (663-2821)

By Email: ecscdata@unm.edu

Updates to Terms of Service:

NMELS reserves the right to change the Terms of Service without any further notice to you. All changes will be posted on the NMELS website (<http://www.nmels.org>) at least 30 days prior to their implementation. Please refresh your web browser to ensure that you are viewing the most recent Terms of Service.