## **KinderConnect – Provider Registration**

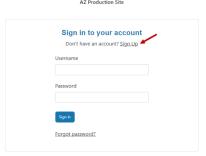
## Notes:

- If no one from a given Provider has previously accessed KinderConnect, then the Primary User for that Provider needs to self-register.
- To self-register, you must first have received from AZ Dept. of Economic Security: (1) A Verification Code (PIN), and (2) your DES Provider ID, which uniquely identifies each provider. You must also provide your first name, last name, and email address to which the registration information was sent.



Open your web browser and enter the web address <a href="https://azcces.com/kinderconnect/">https://azcces.com/kinderconnect/</a>. Note: You cannot access KinderConnect using Internet Explorer. Please use another browser such as Google Chrome, Firefox, or Safari.

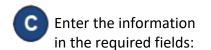
Click **Sign Up** if you do not have an account.



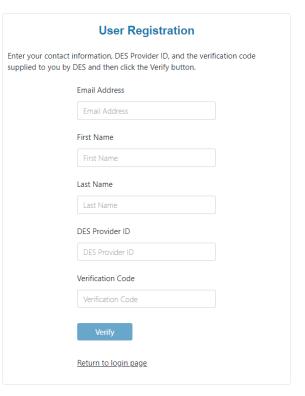
KinderConnect

B Select the Yes radio button to indicate that you are a Provider.





- The Email Address of the person registering.
- First and last name of the person registering.
- The DES Provider ID of the person registering.
- The Verification Code provided by DES the person registering received.



- After entering the required information, press Verify.
  - To create your Username and set up security information and password, enter all the required information. Passwords are case sensitive, if capital letters are used while creating the password, they need to be used during login. The image below is an example, follow the instructions on your screen for specific password requirements.





A message will appear indicating that the account was created successfully. It provides you with a link to return to the KinderConnect **Login** page.