



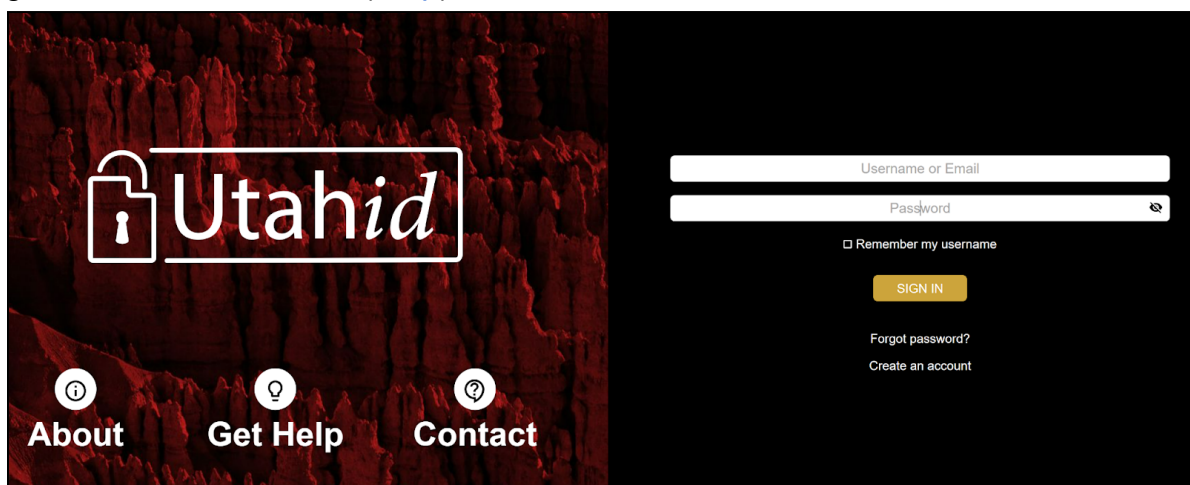
## Youth and Early Care Workforce Bonus

### How to Add your Child Care Licensing Background Check # to your Care About Childcare Account

1. Go to <https://cac.utah.gov> on Utah's Department of Workforce Services website.
2. Click on the "Log in to Care About Childcare" button.



3. Log in with your UtahID. If you do not have a Care About Childcare account, you will need to register for a new account. ([Help](#))



4. Acknowledge the terms and conditions. When you get to your Care About Childcare homepage, click on the “My Profile” tile.

Search for Care Professional Development My Profile

Logout

**WELCOME TO CARE ABOUT CHILDCARE**  
User ID:

Welcome to the State of Utah's Early Childhood and Youth Education Workforce Registry and Program Database.

My Care About Childcare

My Profile Professional Development Inbox

5. From your profile page, click on the “Contact Information” tile.

My Profile Overview

Contact Information About Me Work History Photos

6. Scroll down on the “Contact Information” page to where you see the “Background Check #” field, and click on “Add Background Check #.”

Months Worked Per Year	1-3	*
Background Check #		Add Background Check #
Current Licensed Program(s)	None	

7. Fill out the “Add/Edit Background Check Number” form, and then click “Submit.” A Care About Childcare web administrator will verify your background check number with Child Care Licensing and approve it to be added to your profile.

## ADD/EDIT BACKGROUND CHECK NUMBER

If you have received a background check through Utah Department of Health's Child Care Licensing Program, please check the number and enter it below.

Please enter the following information so we can update the background check number in your account.

Background Check #

City (where your program is located) \*

☐ I didn't find my program in the list

Cancel

Submit



If you have questions or need assistance with adding your background check number, contact your [local Care About Childcare agency](#).

If you have further questions about the Youth and Early Care Workforce Bonus, contact [OCCworkforcebonus@utah.gov](mailto:OCCworkforcebonus@utah.gov). If you have already accessed the application, include your application ID number in your email.