



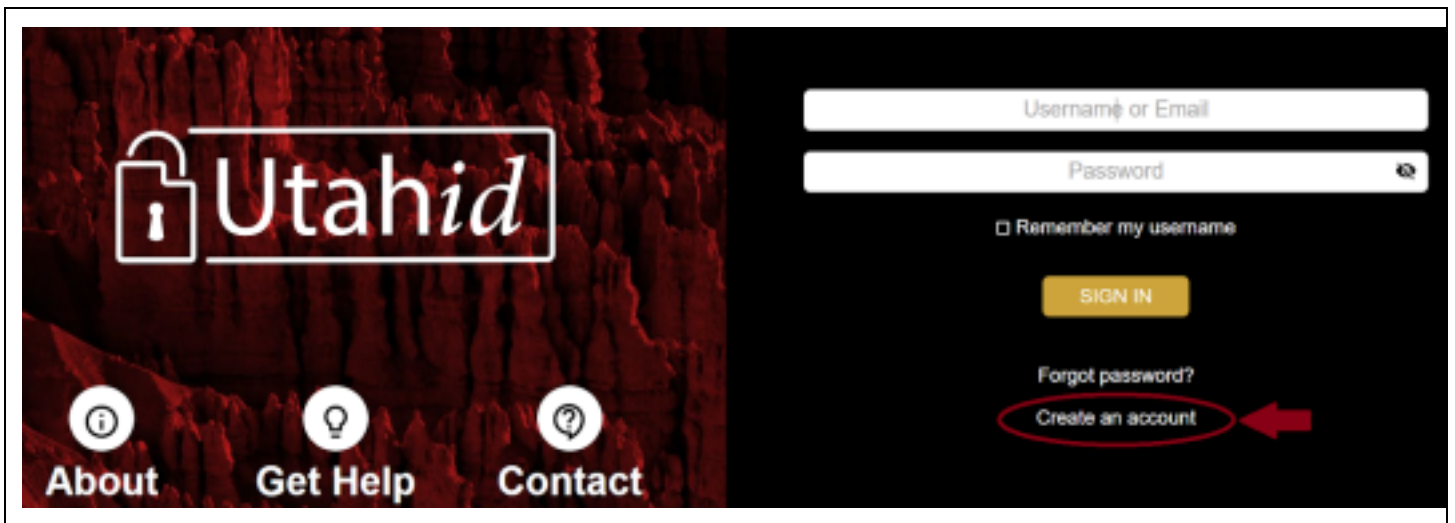
Youth and Early Care Workforce Bonus

How to Register for a New Care About Childcare Account

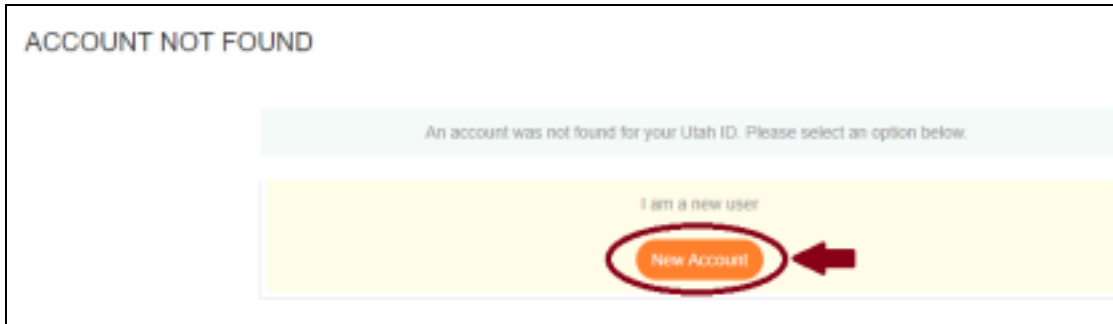
1. Go to <https://cac.utah.gov> on Utah's Department of Workforce Services website.
2. Click on the "Log in to Care About Childcare" button.



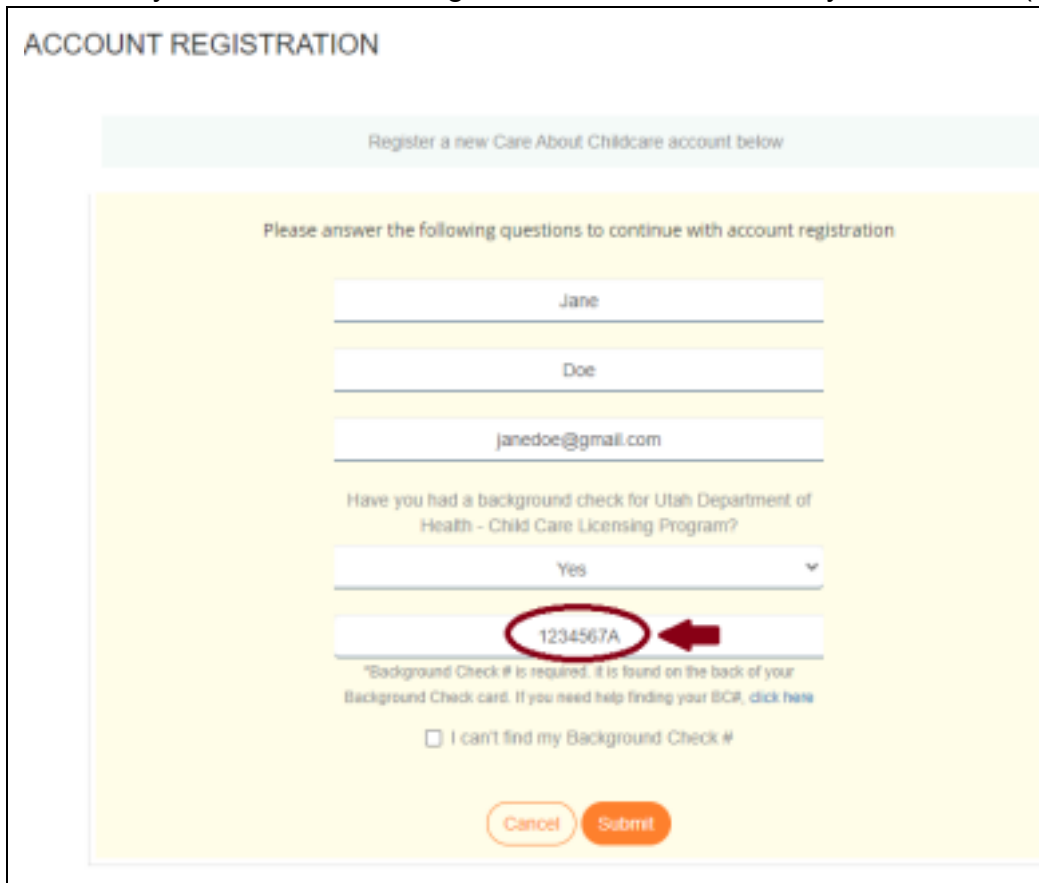
3. You will be directed to a UtahID login page. If you already have a UtahID for another state web application, you may log in with the same username and password. If not, you will need to select "Create an account."



4. Follow the instructions to authenticate your account and set up your username and password. For questions regarding UtahID, visit the [UtahID FAQs](#) page. If you need further assistance with your UtahID account, call the Department of Technology Services (DTS) Help Desk at 800-678-3440.
5. After you have signed in with your UtahID, you will be directed to a Care About Childcare “Account Not Found” page. If you have never had a Care About Childcare account before, you will select the “New Account” button.



6. In order to be eligible for the Youth and Early Care Workforce Bonus, your Child Care Licensing Background Check # must be linked to your account. On the “Account Registration” page, select that you have had a background check and enter in your number. ([Help](#))



7. After submitting your registration, complete all required fields on the “Contact Information” page. Ensure the following are listed so that you will receive access to the Youth and Early Care Workforce Bonus application when it becomes available: ([Help](#))

- Background Check # - Ensure your correct number is listed.
- Current Licensed Program(s) - Ensure your eligible program name is listed.
- Eligible Current Role(s) - Ensure one of the following eligible roles is listed:
 - Caregiver;
 - For employees 18 or older:
 - Owner;
 - Director;
 - Director Designee; OR
 - Other Staff

After reviewing all information, click the orange “Save” button to be directed to your homepage.

The screenshot displays the 'CONTACT INFORMATION EDIT' page. At the top, there is a navigation bar with 'Search for Care', 'Professional Development', and 'My Profile'. The user's name 'Jane Doe' and 'User ID: 99999' are visible in the top right. A welcome message states: 'Welcome to the new Care About Childcare website. Please complete your contact and profile information in order to access your Care About Childcare tools.' The form contains the following fields:

First Name	Jane	*
Middle Name		
Last Name	Doe	*
•		
Background Check #	1234567A	←
Current Licensed Program(s)	Text Center	←
Current Role(s)	Caregiver	←
•		
•		
•		
Save		

A red arrow points to the 'Save' button, which is circled in orange.

Once you have completed all of these steps, you should receive an email with instructions and a link to apply for the bonus when the application period opens, or within one business day during the application period, July 19 - August 31, 2022.

If you have questions or need assistance creating a CAC account, contact your [local Care About Childcare agency](#).

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