

Child Care Provider Portal Website Information

The Department of Children and Families is pleased to offer child care providers an innovative business tool – The Child Care Provider Portal (CCPP). With CCPP you will have access to information from the child care subsidy program, also known as Wisconsin Shares, through the World Wide Web. This internet-based access will connect you to information with a mere “point and click” of your mouse. You will be able to view the following:

- Regulation Information
- Authorization Information
- Youngstar Details
- Provider Prices
- Contact Information

How Can I Get Access To This Website?

You can access the CCPP through this website: <https://www.dcf.wisconsin.gov/childcare/provider-portal/ccpp-access>.

Follow the steps below:

1. Complete all the required steps remembering to click on the “Submit” button when you are finished with each screen. Make sure you receive a message stating your account has been created.
2. Print and sign the Web Access Request form. NOTE: If you are requesting access to a licensed child care center, the owner or program director must sign the Web Access Request form before submitting it to Milwaukee Early Care Administration.
3. **For Milwaukee County only**, submit the completed and signed Web Access Request form to:
Training Officer
Milwaukee Early Care Administration
1220 West Vliet Street, 2nd Floor
Milwaukee, WI 53205
FAX: (414) 615-6393
4. All other counties will need to contact their County Child Care Coordinators via our child care coordinator listing at <http://dcf.wisconsin.gov/files/wishares/pdf/coordinators.pdf>.
5. Your Web Access Request form will be processed through local and state security officers. An email or written verification will be sent to you when your access has been established.

A few days after sending the Web Access Request form to the child care unit, you may try to access the website. Your access may have already been set up but the notice may not have reached you yet. Once you have received your confirmation, you may go to the website and be able to view all the information we have for your specific provider locations. We are confident you will find this website to be useful in organizing the information relating to your child care facility.

Please contact the Training Officer at (414) 615-6334 for more information.