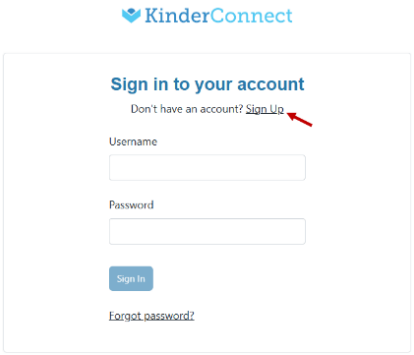
KinderConnect – Provider Registration

Providers must self-register before they can log in to KinderConnect. Self-registration is a one-time process per vendor ID. The first individual from the Provider to register is matched to the Provider record in KinderConnect. After registering, that user can add additional operators.

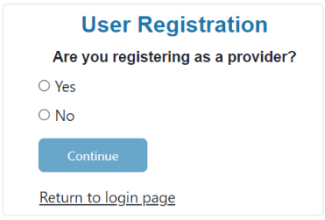
NOTE: Before registering, install an authenticator app (e.g., Google Authenticator or Microsoft Authenticator). Click here for step-by-step instructions to install the app for iPhone or Android.

1. Open your web browser and enter the web address https://prodva.controltec.com/KinderConnect. Click **Sign Up** to create an account.

   Note: You cannot access KinderConnect using Internet Explorer. We recommend Google Chrome, Firefox, or Safari.

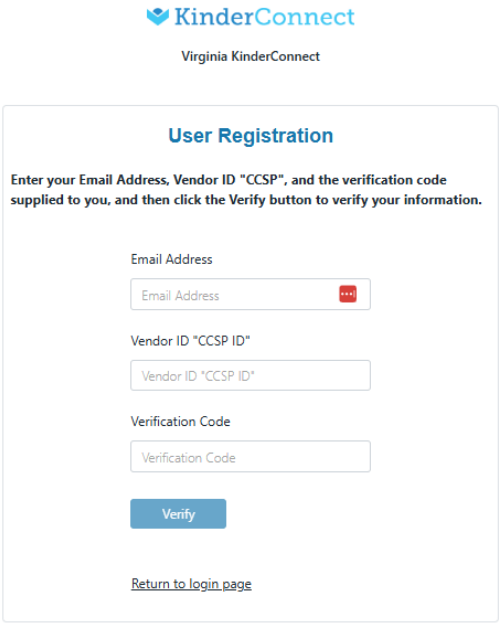


2. Click on “Yes” to indicate you are a Provider.



3. Enter the information in the required fields.
   - Email Address (this should be the email address the account registration link was addressed to)
   - Vendor ID “CCSP ID”
   - Verification Code

   Note: Your Vendor ID “CCSP ID” is a 9-digit number that begins with 511. You can locate it in the following places:
     - Your CCSP Vendor Agreement Attestation Form (signed during the CCSP provider application process)
     - Your initial approval letter when you became a Child Care Subsidy Program provider
     - A Child Care Purchase of Service Order (POSO)



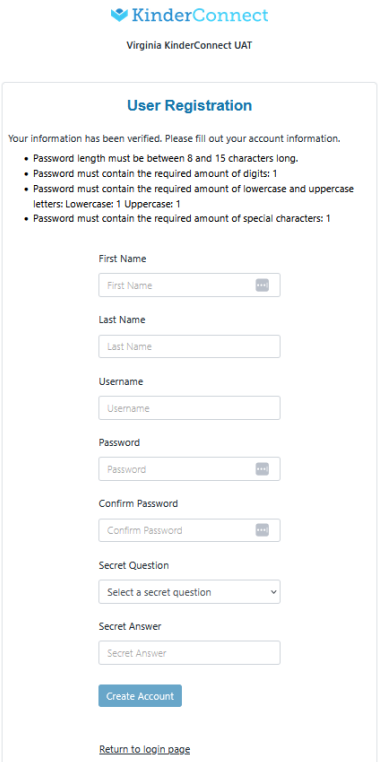
- Your VA-ECC Provider Portal profile page (note: portal access will only be available until January 5, 2026)

4. After entering the required information, press Verify.

5. Enter your first and last name, then create a username and set up your security information and password. Make sure to complete all required fields.

   Password requirements:
   - Must be between 8 and 15 characters.
   - Must contain the required number of digits: 1
   - Must contain the required amount of lowercase and uppercase letters: Lowercase: 1 Uppercase: 1
   - Must contain the required amount of special characters: 1

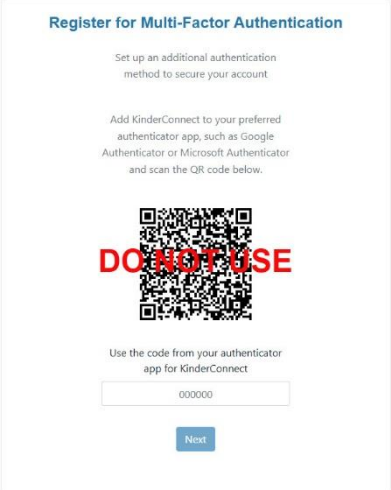
   Note: **Passwords are case-sensitive.**



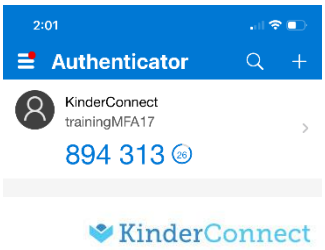
6. Press **Create Account**.

7. **The Register for Multi-Factor Authentication** screen appears.

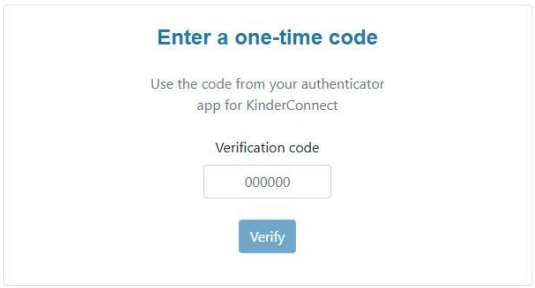
Open an authenticator app on your smartphone (such as Google Authenticator or Microsoft Authenticator) to scan the QR code.



8. After scanning the QR code, the app will show KinderConnect on your list of accounts.



9. Use the code shown in the app to enter the **Verification Code** in KinderConnect. Press Verify.



10. A message will appear indicating that the registration for Multi-Factor Authentication has been completed. The user can now log in to KinderConnect using the Username, Password, and Multi-Factor Authentication