



STEPS TO AN ONLINE CHILDCARE SEARCH

Go to www.mnchildcare.org

1. On the right side under the picture, click on “Looking for child care in Minnesota?”
2. On the right side, click on “Search for Child Care”.
3. Scroll down to find the map of Minnesota and click on the county you would like to find care in.
4. The next screen is the login page. If this is your first time using the online search, you will have to scroll down to click on “REGISTER”. (If you try to put in your email address and password first, you will get an error message)
5. Click in the box next to “I accept the terms of the disclaimer” and then click “Continue”.
6. On the Data Entry page, you must complete all of the areas that have the asterisk (*). Click Save.
7. On the Search page:
 - ✓ you can search by City, Zip OR Elementary School (you only have to choose one).
 - ✓ **IF** you choose “Age Group Vacancies”, you will only get the providers who told us they had openings the last time we spoke with them. If that information has changed and they haven’t let us know, the openings will not be correct. If you would like a complete list of providers, regardless of openings, do not check any boxes.
 - ✓ When deciding your hours, please keep in mind that when you enter a start time, such as 6:30 AM, providers that open after that time will NOT show up on the list. That is the same for your end time, if you need care until 5:30 PM, providers that close at 5 will not show up on your list. If you would like to get all providers in your area, put in 8:00 AM to 4:00 PM. Remember, some providers will be willing to take children outside of their advertised hours – just ask!
 - ✓ Click on **SEARCH**.
8. On the search results page you will see your list of providers that fit your needs. On the far right side, you can click on More Info to see an individual provider’s information. This will show you their reported vacancies, ages served, days and hours of operation, years of experience, level of education, the elementary school the children go to, whether they have pets or a fenced yard, etc. You can also click on Map to see where they live.



800-890-5399