What is Provider Self-Service?

Provider Self-Service is an online program that is used to help manage your everyday work and establish what a customer sees about you. It can help you:

- View Pennsylvania child care laws and regulations
- Manage your child care certifications (new applications and renewals)
- View and update your profile
- View and print child care forms and information
- Manage and submit attendance invoices online (regulated child care providers only)

pennsylvania
PELICAN

Pennsylvania's Enterprise to Link Information for Children Across Networks

The Provider Self-Service website provides tools to save you time, money, and paper

For assistance with or questions about Provider Self-Service, go to:

www.pelican.state.pa.us/provider

or call

1-877-491-3818

pennsylvania
DEPARTMENT OF HUMAN SERVICES

PUB 591 10/18

Child Care and Early Learning

Provider Self-Service

Maintain Provider Information for Your Business and Your Customers

Visit the Provider Self-Service website today!

www.pelican.state.pa.us/provider

What is my profile?

Providers who have a Provider Self-Service account have a profile that has information about services delivered at the child care location. Families looking for a child care provider or early learning program count on this information to be accurate and complete.

This profile information includes:

- Care levels served
- Hours of operation
- General schedules offered
- Private pay rates
- Transportation offered
- Website

If your profile is incomplete or incorrect, you could lose business.

Who can access Provider Self-Service?

- Child care providers
- Early learning providers such as Head Start and PA Pre-K Counts

How do I register for Provider Self-Service?

1. Go to: www.pelican.state.pa.us/provider
2. Create an account
3. Complete the Provider Self-Service online registration process

What else is available through Provider Self-Service?

- Quick link to Pre-K Counts/Early Learning Network (ELN)
- Access to PA Keys website
- Online attendance invoicing for subsidized children
- Child care licensing renewals
- Online correspondence for subsidized children