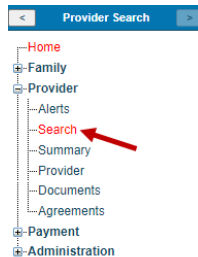


KinderTrack – Assign a Program to a Provider Profile

Use the **Provider > Profile** page to document the specifics for the selected provider, such as hours of operations, registration fees, calendars, programs supported, restrictions, type of care, etc.

A Press **Search** under **Provider**.

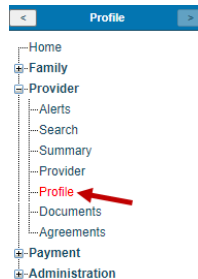


B Enter the search criteria, then click on the **Provider Name**.

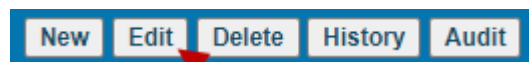
Search Results: 1 item found Options

	Provider Name	Region	Primary Contact
☐	12 me Kidz (1271)	Alamo	Chavez, Angela

C Press **Profile** under **Provider**.



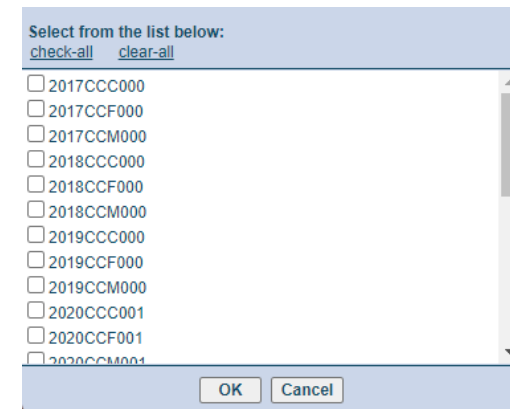
D Press **Edit**.



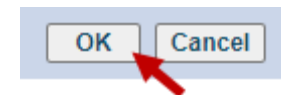
E Press **Select >>** beside **Supported Programs**.

*Supported Programs: [Select >>](#)

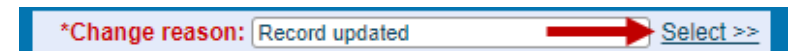
F Check the program(s) you would like to assign to the Provider.



G Press **OK**.



H Click **Select >>** next to Change Reason to choose the reason for making the changes or type a new one



I Press **Save**.

