

## The Minnesota Quality Improvement & Registry Tool

### Linking Organization and Individual Accounts

Owners and Directors of childcare programs should use the following instructions when they would like to link their Individual Develop account to their Organizational Account. By doing this, you can login to your Individual account and access your Organization's account.

#### LINKING ACCOUNTS

1. Go to [www.developtoolmn.org](http://www.developtoolmn.org).
2. Login to your Individual account Develop.
3. Once logged in, you will see **Profile Management**.
4. Click on Add Organization Profile:



**Profile Management**

Do any of the following apply to you?

- ✓ You would like to link an existing organization profile to your account
- ✓ You would like to add a new organization profile to your account

[Add Organization Profile](#)

5. Enter your Organization ID and password. Click on Submit.

#### Add Organization Profile

Are you a program director, licensed family provider, or a Training Organization? Add your Organization profile to your Individual account!

My organization has an existing account...

Enter the Organization's Develop ID # and password.

Organization ID:

Password:

[Submit](#) [Forgot your password?](#)

# Linking Individual and Organization Accounts

---

If you do not have an Organizational Account, you can click on New Profile to create one.

My organization does not have an existing account...

You can create a new program profile if one does not already exist. All requests will be verified before access is granted.

New Profile 

Fill out the requested information to create an Organizational Account. Once the application is completed, you will receive a call or email from Develop Help Desk to verify your information and register your account.

## QUESTIONS

For Develop account and technical support, contact:

Develop Helpdesk at 844-605-6938 or [support@develophelp.zendesk.com](mailto:support@develophelp.zendesk.com)

We are available by phone Monday, Wednesday, and Friday 8 a.m. – 5 p.m. with extended hours of 8 a.m. – 7 p.m. on Tuesday and Thursday.