

The DCFS Division of Licensing is pleased to announce that the **Background Check Portal** is now live on the DCFS website and the Sunshine website.

The background check portal allows licensed providers to:

- Conduct a fingerprint search.
- Check the status of background checks for all agency and institution and day care center employees.
- Obtain background check forms.
- Get the latest news and FAQ updates surrounding background checks.

Registration is required to use the portal. All information is confidential and shared only with authorized designated administrators.

To register:

1. Go to <https://AccountManagement.dcf.illinois.gov/Register.aspx> to register your email account.
2. Complete the [Background Check Portal Access Request Form](#) and send it to: DCFS.BCP.ADMIN@illinois.gov. (Approval takes up to five business days)

Additional assistance

For administrative user assistance or for questions related to the background check portal, please contact us by email at DCFS.BCP.ADMIN@illinois.gov.