Child Care Assistance Program
CCAP SSP Provider Registration

NORTH
Dakota
Be Legendary.™ | Human Services

01

Create your SSP account

- Go to https://dhsprovider.dhs.nd.gov/.

- Click 'Sign In/Create account as Provider or Vendor.'

- Click 'Register Now!' to register for a ND login.

- You will be directed to an on-line registration form.

- Complete the form and click 'Create Account.'

- A popup 'Confirm Your Account' will appear.

- An activation code will be emailed to you to confirm your account.

02

Finalize your SSP account

- Once you have successfully activated/confirmed your account, email your user ID, name and provider license number(s) to dhseap@nd.gov to complete your registration process.

- The CCAP policy team will finalize your enrollment and notify you that your SSP account is ready to use.

03

Submit payment requests

- Once you have been fully registered, the next time you login you can manage your SSP account, view your provider profile, or submit payment requests. You can also view the history of payment requests submitted through the SSP and check on payment status.