

## MOST Program New Family EZChildTrack (EZC) System Support

### Pro Tips for Creating a MOST EZChildTrack Account & Completing Registration

The following items are needed in order to complete the online registration. Please have all information available when you begin as you are not able to save the form while in process.

Please complete using a laptop or desktop computer as you will not be able to navigate the system on other electronic devices such as smartphones or tablets. It is highly recommended that you use Google Chrome browser.

All information marked by a red line is required in order to proceed to the next screen.

Please be thorough in your responses. Important information such as **medical information (medicine, allergies, etc and students with special needs and/or disabilities (IEP, 504 plan) is required.**

A non-refundable \$25 registration fee per child is due when submitting your registration, payable by credit card or debit card. Please note a **3 day minimum is required** in order to process your enrollment.

#### Please have available:

- Contact information for the primary and secondary caregiver
- **REQUIRED:** At least 2 additional Emergency Contacts (must be 18+) full names, addresses, phone numbers, email address of that person or you can list your email address again
- **OPTIONAL:** Contact information for any additional adult (18+) that is authorized to pick up your child from the program
- Child's height and weight in inches
- Child's medical information: allergies, disabilities, medical conditions, special needs, use of an epi-pen, inhaler or other medications
- Child's doctor's name and telephone number
- Health Insurance company name and policy number
- Credit/debit card for registration fee
- **OPTIONAL** but recommended: credit/debit card or bank draft/checking account information to set up weekly auto payments

It is strongly recommended that all families **opt into the EZC emails** as this is one of our primary tools for communicating important information such as program closures, registration dates etc.

Once your account is created, you will receive an email from the system providing you with access to your account.