

## Frequently Asked Questions

<b>Last Updated:</b>	September 28, 2024
<b>Topic:</b>	Frequently Asked Questions

### Questions & Answers

#### **What's the portal called?**

The portal is a website public residents of Michigan can use to submit an inquiry or application to become a licensed foster caregiver. It is called the Michigan Foster Care Portal (MFCP).

#### **Is the MFCP for existing foster parents or new foster parents?**

The MFCP is for new foster parents. Only new foster parents will use MFCP to submit an inquiry and application.

#### **If I already have a MI Bridges account to manage my Bridge Card, will I need to create a new username and password to access the Michigan Foster Care Portal (MFCP)?**

No, you will not need to create a new account. You can login to the MFCP by using your MI Bridges username and password.

#### **If I have an MFCP account, will I be able to use it to sign into MILogin or MI Bridges?**

Yes, you can use your MFCP account to log into MILogin and MI Bridges. MILogin connects you to all State of Michigan services through one single user ID.

#### **Will I be able to access the MFCP using my mobile device?**

Yes, the MFCP is available 24/7 on any device. It can be accessed from any web browser on your mobile device.

#### **When I send my contact information to an agency, will I be able to see all the offices an agency has?**

Yes, the MFCP displays all agencies, and if they have multiple offices/locations, you will be able to select the respective offices individually.

#### **Can I have multiple applications in progress at one time?**

No, you will only be able to have one active application at a time. If you would like to start a new application, you will need to withdraw your active application and then you will either start at the inquiry stage or begin an application that hasn't been started.

#### **If I contact an agency, then decide I no longer want to move forward with becoming a foster parent, what should I do?**

If you have contacted an agency through an inquiry, please contact the designated agency. If you have an application open with the MFCP, you can then withdraw it.

<p><b>How will I be able to contact agencies or send them required documents?</b></p> <p>If the agency requires any information or documentation, they will reach out directly using the information you provided when submitting the inquiry/and or application.</p>
<p><b>Once I apply through the MFCP, will I need to provide a physical signature?</b></p> <p>No, you will only provide an electronic signature.</p>
<p><b>Once I start my application, how long do I have to complete it?</b></p> <p>Once the application is available, you will have 60 days to complete it. If it is not completed within 60 days, it may be withdrawn.</p>
<p><b>If I withdraw an application, can I start a new application immediately?</b></p> <p>If you have an application from another agency that hasn't been started, you can begin that application. If you want to contact a new agency, you will begin a new inquiry. To begin a new application, please submit an inquiry to the new agency you would like to work with.</p>
<p><b>Will I be required to provide different information in the portal application than the paper application?</b></p> <p>No, both applications contain the same information.</p>
<p><b>What is the age requirement for the primary payee?</b></p> <p>All applicants must be 18 years of age or older.</p>
<p><b>If I forget my MFCP account password or get locked out of my account, who should I contact?</b></p> <p>You should contact a foster care navigator at 1-855-MICKIDS (642-4542).</p>

Have more questions? Contact a [\*\*Foster Care Navigator\*\*](#) at **1-855-MICKIDS (642-4542)**.

# MFCP Homepage

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 Department of Health and Human Services

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## Contact Agency and Apply

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### You don't have any Agency Contacts

To apply for your Foster Care License, you first need to select the agency you want to work with. Contact New Agency to learn about agencies near you and send them your information.

Contact New Agency

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## Steps to License

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### Get Fingerprinted

You don't have a submitted active application. Fingerprints are required only when you submit an application.

1. **Home** – This button will allow you to be redirected from any page you are on to the central **Homepage**.
2. **Resources** – This button will direct you to the **Resources** page. This page provides information on how to connect with a Foster Care Navigator as well as how to contact a new agency.
3. **My Profile** – This button will open a pop-up; it will ask if you would like to update your profile information. The information in MI Bridges is connected to your MILogin. Any updates made within your MI Bridges and MILogin profile will be reflected in the MFCP.
4. **Logout** – This button will sign you out of the MFCP. When signing out, you will automatically be brought to the MI Bridges homepage.
5. **Contact Agency and Apply** – This button will direct you to the **Contact Agency and Apply** page. This page has two tabs, **Contact Agency** and **Applications**.
  - 5A. On the **Contact Agency** tab, you can click the [**Contact New Agency**] button, which will allow you to browse and connect with up to five different licensing agencies at one time.
  - 5B. On the **Applications** tab, you will be able to view the status of your applications, as well as start, complete and withdraw any active application you have.
6. **Steps to License** – This button will direct you to the **Steps to License** page. Each of the sections on this page will provide further information on licensing. Please note the sections listed below.
  - 6A. **Get Fingerprinted**
  - 6B. **Prepare for Home Visit**
  - 6C. **Documents** and **Training**
  - 6D. **License Status**
  - 6E. **View Active License**
  - 6F. **View License History**

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