

Checklist for New Worker Logon IDs

The following steps must be completed prior to the new worker starting DHS IM New Worker Training:

- 1) For DWD Extranet access, create a DWD Login Account through the following website: <https://accounts.dwd.wisconsin.gov/en/Create> (Note: you will need this login to complete the F-00476 form and this account is used to access multiple systems.)
- 2) Set up CARES Mainframe and CARES Worker Web access by submitting the F-00476 form (An email confirmation will be sent to the new worker.)
- 3) The new worker needs to know their CARES Mainframe ID and password and their WAMS ID and password.
- 4) The new worker needs to “test” their WAMS logon to be sure that it is working properly.

System	Form Required	Access
WAMS	Self-register	https://on.wisconsin.gov/WAMS/SelfRegController
CARES Mainframe	F-00476	https://www.dhs.wisconsin.gov/forms/f0/f00476.pdf F-00476A Instructions: https://www.dhs.wisconsin.gov/forms/f0/f00476a.pdf After completing the F-00476 form, email DHSCARESAIMS@DHS.Wisconsin.Gov
CWW		
KIDS		
EOS		
SAVE		
DWD Extranet		
CCPI		
CSAW		
ACD	DWSW-13916-E	https://workweb.dwd.state.wi.us/forms/dws/DWSW_13916_E.htm
WebI		