

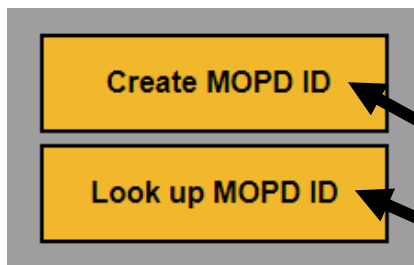
Navigating the Missouri Professional Development (MOPD) System

- **Every individual navigates the MOPD System using their MOPD ID***

**The MOPD ID is a unique six-digit number that will stay with you throughout your career as a child care professional.*

Step 1: Create or look up your MOPD ID:

<https://www.openinitiative.org/MOPDID.htm>



Go to www.OPENInitiative.org and click on the appropriate button on the right side of the screen, then follow the prompts. *You can create or look up an MOPD ID using your smart phone, laptop, desktop or tablet.*

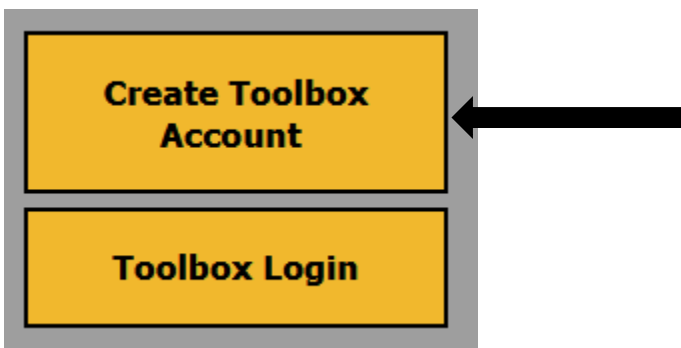
Need to create a MOPD ID?

Already have a MOPD ID, but don't remember what it is?

- **In the MOPD System, people and employment (DVN) are separate data fields. A person (MOPD ID) has to be intentionally associated with their employment. This association takes place in their personal Toolbox account.**

Step 2: Create your Toolbox account: <https://www.openinitiative.org/MOPDID.htm>

Learn more about [What You Can Do in Your Toolbox Account!](#)

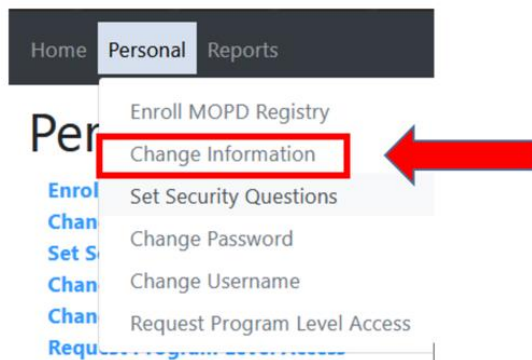


Step 3: Request to join the MOPD Registry within your Toolbox account:

<https://www.openinitiative.org/MOPDRegistry.htm>

Learn more about the [MOPD Registry!](#)

Step 4: Once you have received your DVN from the Office of Childhood, log into your Toolbox account and associate your MOPD ID with your DVN, by selecting “change information” on your Personal Tab.



Step 5: Request Program Level Access to your DVN

<https://www.openinitiative.org/ProgramLevelAccess.htm>

Need Help? Instructional videos for creating a Toolbox account, requesting to join the MOPD Registry and requesting Program Level Access can be found by clicking the links provided above to view instructional videos.

Please do not hesitate to contact OPEN with any additional questions.

Email: openinitiative@missouri.edu