



Care.com Waiver and Registration Instructions

In order to use any Care@Work or Care for Business program through Harvard, you must be on a regular Harvard payroll and eligible for full University benefits AND pre-register by completing and submitting a form through PeopleSoft (see instructions on page 2).

If you are eligible and accept the legal release (see below), your name and HUID will be added to a file that is automatically sent to Care.com. **You will not be able to create a Care.com account — or use any Care for Business service through your Harvard benefit — until you register and accept the waiver.** If you have previously registered using our paper/pdf system, you do not need to re-register. See page 3 for instructions on how to check your status.

When registering, you will be asked to check “yes” on a box that acknowledges that you have read and accept the following release. Accepting this release is required to use any Care.com service through your Harvard benefit.

Release

The undersigned, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, does hereby, for the undersigned and anyone claiming through the undersigned, remise, release and forever discharge President and Fellows of Harvard College, its officers, directors, agents and employees (collectively “Harvard”) from any and all claims, causes of action, damages or demands whatsoever which the undersigned or anyone claiming through the undersigned may now or at any time have against Harvard in connection with any services provided by Care.com or Care@Work or Care for Business, or any individual or entity obtained by or through Care.com or Care@Work or Care for Business to render services pursuant to a child care and adult care arrangement (together, the “Program”) offered by Care.com, Inc., resulting from any cause whatsoever and regardless of fault. The undersigned acknowledges, for the undersigned and anyone claiming through the undersigned, that Harvard has no obligation or responsibility whatsoever in connection with the selection, approval, training, supervision or other oversight of any individual or entity rendering services in connection with the Program, and does not provide any opinion as to the suitability, safety, experience, history or abilities of any of the providers identified through the Program. The undersigned further acknowledges, for the undersigned and anyone claiming through the undersigned, that Harvard disclaims all warranties, express or implied, including warranties of fitness for a particular purpose, with respect to the Care.com, Care@Work or Care for Business services. The undersigned certifies that the undersigned is at least eighteen years of age and has carefully read and freely signed this Release, that the undersigned understands and agrees that no oral or written representations can or will alter the contents of this document, and that this agreement shall be governed by the laws of the Commonwealth of Massachusetts (excluding its conflict of laws principles).



Instructions for pre-registering via PeopleSoft

- Log into [PeopleSoft](#)
- Click on the “My Self Service” tile then click on “My Personal Details”
- Click on “Talent Profile” tile.
- In the left-hand navigation bar, click on “Care.com Waiver.”
- Click “Add.”
- Click on “Waiver”. The text “Care.com waiver” will appear.
- Click on “Waiver acknowledged” and choose “Yes.”
 - Please note that you must choose “Yes” to use any Harvard-supported Care.com service. This indicates that you have read and accepted the Release as written on page 1 of this document. If you do not click yes, you will not be able to use any Care.com services through your Harvard benefit.
- Click “Save” in the top right-hand corner.
- Care.com Waiver and an effective date will appear. This means you have successfully completed the waiver.

What Happens Next

- Pre-registration weekdays before 4pm
 - You will be able to move to the next step on the following weekday
- Pre-registration after 4pm or over a weekend
 - You will need to wait at least 36 hours for the eligibility file to update and enable you to move to the next step.
- You will receive an automated email confirming your pre-registration at around 6pm **on the day your waiver is processed** providing instructions for creating your online account through Care.com.



Common questions

1. **What does it mean if I don't see the Care.com waiver option in the left navigation pane in PeopleSoft?**

If you don't see the Care.com waiver option after navigating to the "Talent profile" tile as outlined on page 2, this may mean that you do not qualify for full benefits from Harvard University. Contact your local department administrator/HR to verify.

2. **How do I see in PeopleSoft if I have already pre-registered?**

Follow the instructions above to navigate to the Care.com waiver pre-registration page in PeopleSoft. If you see an effective date you are already pre-registered for Care.com and can create your online Care.com account. If you no longer have your original confirmation email with instructions on how to create your online Harvard-supported Care.com account, please email the [Office of Work/Life](#) with your Harvard ID number.

Other Questions? Please email worklife@harvard.edu.