

New Training Requirements for Family Child Care Providers

**Effective
July 1, 2008**

The MSDE Office of Child Care is updating its training requirements for family child care licensing. These changes go into effect on July 1, 2008. Changes apply to new applicants as well as currently licensed providers renewing their licenses.

New Requirements for Family Child Care Applicants

- Approved SIDS class (for applicants who wish to care for infants)
- First Aid Certification class and CPR Certification class (Infant/Toddler and Adult)
- Six 4-hour modules of Pre-Service Training (see list below):

	Workshop Title	Topics Covered
<input type="checkbox"/> 1	From Baby to Bigger Steps: What Makes a Child Grow?	<ul style="list-style-type: none"> • Stages of child growth and development • Overview of leading child theorists • Learning differences
<input type="checkbox"/> 2	Planning for Success! Creating Opportunities to Grow and Learn	<ul style="list-style-type: none"> • Creating a developmentally appropriate family child care curriculum • Environments • Setting up a family child care home
<input type="checkbox"/> 3	Keeping Kids Fit and Safe	<ul style="list-style-type: none"> • Emergency preparedness • Menu planning • Health and safety concerns
<input type="checkbox"/> 4	Making It Work For All: Exploring Special Needs	<ul style="list-style-type: none"> • Inclusive child care settings • ADA requirements • Health, behavioral, and developmental issues and concerns
<input type="checkbox"/> 5	Keeping It Real! Professional Practices for a Successful Program	<ul style="list-style-type: none"> • Supervision • Abuse and Neglect • Appropriate Guidance • Record Keeping • Marketing • Contracts • Policies and Procedures • Handbooks
<input type="checkbox"/> 6	Planting the Seed: Developing Connections with the World Around Us	<ul style="list-style-type: none"> • Developing relationships with children, families, and the community

New Renewal Training Requirements for Currently Licensed Providers

If your renewal date is BEFORE July 1, 2008, you are required to complete 12 clock hours of Core of Knowledge training and hold current certifications in First Aid and CPR.

If your renewal date is July 1, 2008, or AFTER, your new requirements are:

In your first year of registration: 18 clock hours of training divided into two categories:

- 12 clock hours of training divided into 3 hours in each of the following areas:

Child Development	Health, Safety, and Nutrition
Working with Mixed Age Groups	Emergency Preparedness
- 6 additional clock hours of training that can be satisfied through Elective Subjects (any Core of Knowledge or Continued trainings), Conference Attendance, or other approved trainings.
- plus current First Aid and CPR certifications

Every year after your first year: 12 clock hours per year, divided into two categories:

- 6 Core of Knowledge clock hours in Training Track I or II (see chart on back of flyer)
- 6 clock hours of any approved elective training
- plus current First Aid and CPR certifications

Core of Knowledge Areas

CD	Child Development
COM	Community
CUR	Curriculum
HSN	Health, Safety, Nutrition
PRO	Professionalism
SN	Special Needs

New Training Requirements for Child Care Center Staff

**Effective
July 1, 2008**

The MSDE Office of Child Care is updating its training requirements for child care center staff. These changes go into effect on July 1, 2008. Changes apply to current staff members as well as new staff and those moving to higher positions in centers. All positions must meet additional requirements for age, experience, and college, as specified in regulations.

For newly hired staff and current staff moving to new positions:

Position	New Training Requirements
Aide	<ul style="list-style-type: none"> Enrolled in a recognized high school child development/career-tech child development program OR Complete a 3-clock hour orientation training
Child Care Assistant (formerly Assistant Group Leader)	<ul style="list-style-type: none"> Option 1: 800 hours of experience Option 2: 600 hours of experience AND 15 clock hours of approved college coursework Option 3: 400 hours of experience AND 45 clock hours of approved training For all options: 9 clock hours of training in communicating with staff, parents, and the public
Child Care Teacher - Infant/Toddler (formerly Senior Staff - Infant Toddler Option)	<ul style="list-style-type: none"> Option 1: 90 clock hours Child Development and Curriculum Planning AND 45 clock hours of Infant/Toddler Training (only if director does not have) Options 2: 90 clock hours Infant/Toddler Child Development and Curriculum Planning For both options: 9 clock hours of training in communicating with staff, parents, and the public
Child Care Teacher - Preschool (formerly Senior Staff)	<ul style="list-style-type: none"> 90 clock hours Child Development and Curriculum Planning AND 9 clock hours of training in communicating with staff, parents, and the public)
Child Care Teacher - School-Age (formerly Group Leader)	<ul style="list-style-type: none"> 45 clock hours Child Development (birth through school age) AND 45 clock hours Curriculum for School-Age Care AND 9 clock hours of training in communicating with staff, parents, and the public
Child Care Center Director	<ul style="list-style-type: none"> Required for ALL Directors: 40 - 45 clock hours administrative training AND 9 clock hours of training in communicating with staff, parents, and the public AND OCC-conducted 3 clock hour regulation training session Required if Center serves Infants/Toddlers: 45 clock hours of Infant/Toddler Training (if i/t staff does not have) AND 90 clock hours Preschool Child Development and Curriculum Planning Required if Center serves Preschool children: 90 clock hours Preschool Child Development and Curriculum Planning Required if Center serves School-Age children: 45 clock hours Child Development (birth through school-age) AND 45 clock hours Curriculum for School Age.

For current staff staying in the same positions:

Position	New Training Requirements
Aide/Assistant	6 clock hours per year
Child Care Teacher	12 clock hours per year that must include at least 6 core of knowledge clock hours AND a minimum of 6 clock hours of elective training
Child Care Director	12 clock hours per year that must include at least 6 core of knowledge clock hours AND a minimum of 6 clock hours of elective training

Training Track I: Core of Knowledge	Training Track II: Administrative
<ul style="list-style-type: none"> Child Development Curriculum Health, Safety, and Nutrition Special Needs Professionalism Community 	<ul style="list-style-type: none"> Environments - shared/permanent Curriculum planning Budget Staff management Ethics Communication (newsletters, conferences) Resources - training, internet Business practices Materials/equipment Schedules Reporting/incident forms