



## IMPORTANT ANNOUNCEMENT

### CCAP Center Providers Must Complete Health, Safety and Child Development Training by September 2017

The Illinois Department of Human Services (IDHS) partners with child care providers to serve low income families through the Child Care Assistance Program (CCAP). To help ensure the health and safety of children, the Federal government is now requiring that providers complete specific health, safety and child development training, have current CPR/First Aid certification, and complete annual training hours.

#### **Who is required to complete training?**

In Illinois, **all** current licensed and license-exempt centers participating in CCAP will have minimum training requirements. In order for a current center to continue receiving CCAP payments, these trainings must be completed by **September 30, 2017**. After this, annual training requirements will go into effect.

#### **Who benefits from this training?**

This training will give providers important and up-to-date information about the best health, safety and child development practices to be used in a child care setting. All children in a child care setting can benefit from a safer and healthier environment, and parents can feel more confident about their child's care.

#### **Where can providers get the training?**

The chart on the back of this sheet details where centers can access their trainings and who must complete the trainings. Much of the required training is available online. CPR/First Aid training and re-certification must be completed face-to-face and be provided by an approved training organization. Providers can contact their local Child Care Resource and Referral (CCR&R) Agency for more information.

#### **How is training completion tracked?**

All centers participating in the Child Care Assistance Program must register with the Gateways to Opportunity Registry. This allows required training to be tracked. Go to <https://registry.ilgateways.com/> to become a member.

#### **What if caregivers have already completed some or all of the training?**

Training on specific health, safety and child development topics has already been available in Illinois. Practitioners and caregivers who have completed the required trainings in the last five (5) years will not need to take this training again unless otherwise required. Several Gateways Credentials may align with the required training. A list of qualifying credentials can be found at [www.ilgateways.com](http://www.ilgateways.com). HOWEVER, training completion and credential attainment must be recorded in the Gateways Registry in order to get credit.

## IDHS Child Care Assistance Program Training Requirements

**Note: Caregivers MUST be members of the Gateways Registry to track training completion. Caregivers should register at: <https://registry.ilgateways.com/>**

<b>Licensed and License- Exempt Child Care Centers</b>	
<b>Who must complete training by September 30, 2017?</b>	
<ul style="list-style-type: none"> <li>• Director(s): Individuals who has primary responsibility for the daily operations management of the center</li> <li>• Teacher(s): Includes lead teachers, teachers, teacher assistants or teacher aides who are employed by a child care provider for compensation on a regular basis</li> <li>• All new center directors and teachers must complete the training by September 30, 2017.</li> </ul>	
<b>-INITIAL-</b>	
<b>Current staff must complete</b>	<b>Where to find the Training</b>
<p>Directors and teachers at child care centers serving all ages of children:</p> <p>1) The following modules of the Illinois ECE Credential Level 1 Tier 1 –</p> <ul style="list-style-type: none"> <li>a) 1, Child Growth and Development</li> <li>b) 2A, Health Issues in Group Care</li> <li>c) 2B, Nutrition Issues in Group Care</li> <li>d) 2C, Safety Issues in Group Care</li> </ul>	<p>Online training is available through Gateways Registry at <a href="https://registry.ilgateways.com">https://registry.ilgateways.com</a> or contact local CCR&amp;R for face-to-face training.</p>
<p>2) The following module of the Illinois ECE Credential Level 1 Tiers 2 and 3</p> <ul style="list-style-type: none"> <li>a) 3, Observation and Guidance</li> <li>b) 4, Learning Happens in Relationships</li> <li>c) 5, Family and Community Relationships</li> <li>d) 6, Personal and Professional Development</li> <li>e) 7A, Child Growth &amp; Development (Birth-8 months)</li> <li>f) 7B, Child Growth &amp; Development (8-18 months)</li> <li>g) 7C, Child Growth and Development (18-36 months)</li> <li>h) 8A, Preschool Child, Social &amp; Emotional Development</li> <li>i) 8B, Preschool Child, Physical Development</li> <li>j) 8C, Preschool Child, Language Development</li> <li>k) 8D, Preschool Child, Cognitive Development</li> <li>l) 9, School Age Development</li> </ul>	<p>Online training is available in English only, through Gateways Registry at <a href="https://registry.ilgateways.com">https://registry.ilgateways.com</a> or contact local CCR&amp;R for face-to-face training in English &amp; Spanish.</p>
<p>3) CPR/First Aid Certification</p>	<p>Contact your local CCR&amp;R for training or a list of organizations that offer approved training.</p>
<p>4) Child Abuse and Neglect/Mandated Reporter Training (For Licensed Centers, Licensed Homes and Group Homes, this is monitored by IDCFS)</p>	<p>Visit: <a href="https://mr.dcfstraining.org/">https://mr.dcfstraining.org/</a></p>
<p>5) What is CCAP? – Directors ONLY</p>	<p>Online training is available through Gateways Registry or contact local CCR&amp;R for face-to-face training</p>
<b>-ANNUAL-</b>	
<p>Both Director(s) and teachers must have 15 hours of training annually related to early childhood care and education and/or school age child care. (For Licensed Centers this is monitored by IDCFS).</p>	