CHILD CARE FACILITY TRAINING REQUIREMENTS

Child Care Standards

65C-22.001(6), Florida Administrative Code

*All child care personnel are required to complete **40 hours** of mandated training and must meet the early literacy, First Aid and Pediatric CPR, Safe Sleep/Shaken Baby Syndrome and Fire Extinguisher training requirements.*

Important Timeframes

Introductory Training

Within First 90 Days of Employment

Child care personnel must begin training **within the first 90 days** of employment in the child care industry by:

- starting a Part I or Part II course,
- taking a child care competency exam, *or*
- earning an educational exemption.

One (1) Year From Date Training Began

All of the 40-hour required training **must be completed one (1) year** from the date the training began. Child care personnel must pass **competency exams** for the 40 hours of training to demonstrate their competency or receive an **educational exemption**.

Within One (1) Year of Employment

All child care personnel must complete 5 hours of literacy training **within one (1) year** of employment in the child care industry, through approved instructor-led, online course or college course.

Additional Required Training

Within First 30 Days of Employment

Fire Extinguisher Training

All staff must complete training in the use and operation of a fire extinguisher. This training is not offered by the Department.

Safe Sleep/Shaken Baby Syndrome Training

Child care personnel, including substitutes and volunteers, who work in a facility that offers care to infants must have training regarding guidance on safe sleep practices and preventing shaken baby syndrome.

Note: By October 2019, all child care staff must have current First Aid and Pediatric Cardiopulmonary Resuscitation (CPR) training.

40 Hour Introductory Training

The required 40 hour introductory training requirement is divided into two parts:

Part I (30 Hours)

All child care personnel must complete the following **30** hours of training:

- Child Care Facility Rules and Regulations (FACR – 6 hours)
- Health Safety and Nutrition (HSAN – 8 hours)
- Identifying and Reporting Child Abuse and Neglect (CAAN – 4 hours)
- Child Growth and Development (CGDR – 6 hours)
- Behavioral Observation and Screening (BOSR – 6 hours)

How to register for **instructor-led** and **online** courses

Register for courses

Part II (10 Hours)

All child care personnel must complete **10** hours of training from the following courses:

- Understanding Developmentally Appropriate Practices (UDAP – 5 hours) **AND one (1)** of the following:
  - Infant and Toddler Appropriate Practices (ITPR – 5 hours)
  - Preschool Appropriate Practices (PSPR – 5 hours)
  - School-Age Appropriate Practices (SAPR – 5 hours)

OR

- Special Needs Appropriate Practices (SNP – 10 hours)

Note: Training is available online or instructor-led.

Additional Required Training

Early Literacy

All child care personnel must complete a minimum of five clock hours or .5 CEU in one of the following ways:

One of the Department's web based courses:

- Early Literacy Birth to Three, or
- Emergent Literacy for VPK Instructors

OR

An approved literacy course

OR

One college level early literacy course (for credit or non-credit) if taken within the last five years.

Safe Sleep/Shaken Baby Syndrome

All child care personnel who work in a facility that offers care to infants must complete one of the following:

- DCF Health, Safety and Nutrition (HSAN – 8 hours)

OR

- DCF Safe Sleep Practices for Child Care (SAFE – 1 hour)

OR

- Early Learning Florida's Safe Sleep Practices (SSPELFL – 1 hour)

Annual In-service Training

July 1 – June 30

Upon completion of Part I and II introductory training requirements, child care personnel must complete a minimum of 10 hours or 1.0 **Continuing Education Unit (CEU)** of in-service training during the state's fiscal year beginning July 1 and ending June 30. *Note: College courses concentrating on children ages birth through twelve will be accepted.* Documentation of the in-service training must be recorded on the **CF-FSP Form 5268** and included in the child care facilities' personnel records.