Need to know where to go? 
Come to our show!

OCFS Training Requirements

May 3, 2018
Session Leaders

• Kathleen Pickel, OCFS Manager
• Colleen O’Grady, PDP EIP Manager
• Colleen Faragon, PDP Media Manager
• Sage Ruckterstuhl, PDP Education Specialist
Questions to Consider

• What is Professional Development?

• What are the Benefits?

• Do you have a Training Plan/Strategy?

• Resources
The Division of Child Care Training Home
https://ocfs.ny.gov/main/childcare/default.asp

Caring for children is a rewarding and demanding profession. High-quality training is essential to protecting children's health and safety as well as promoting their growth and development. Many successful providers go beyond the required thirty (30) hours every two (2) years of training to further their career and enhance the quality of care they offer. You can too!

You will probably have questions about training:

- What are the New York State requirements?
- What are my career goals?
- Where can I find training opportunities?
- How can I afford the training I want? Are there costs for the training I want?

This page contains important information to get you started. But don't stop here. Explore the possibilities for your career and the future of your program. Think beyond the 30-hour requirement!
List of training topics

- Roles in training requirement compliance
- Why am I required to take training?
- What is required of me? What is required of my program?
- 9 Required training topic areas
- Types of training available
- Where can I take training?
- Mandated Reporter training
- Cardiopulmonary Resuscitation (CPR) and First Aid Training
List of training topics continued

- How much does training cost?
- How can I pay for training?
- What is needed to verify my training credits?
- Finding training in other languages
- What is ASPIRE?
- What are credential programs?

Information for Trainers

- Trainer Credentials
By pressing on the plus button next to the topic the screen opens with the information.

• **Roles in training requirement compliance**

- **Child Day Care Providers:**
  As a child day care provider, your role is to attend training and keep accurate records for yourself and the staff/caregivers you employ. Your work serves the children of New York State and their families. You are a vital member of the community and the quality of care you provide has an impact on many lives.

- **New York State Office of Children and Family Services (OCFS) Division of Child Care Services (DCCS):**
  OCFS is the New York State office that regulates child day care programs like yours. OCFS licensors can be contacted through regional offices across the state. OCFS registrars are located at CCR&Rs or at your Local DSS. You may contact them if you have questions about your training requirements.

- **New York City Department of Health and Mental Hygiene (DOHMH):**
  DOHMH is contracted by OCFS to license and register family or group family day care homes and school-age child care programs for the five (5) boroughs of New York City. Child day care centers in NYC are not overseen by OCFS and are governed by Article 47.

- **Child Care Resource and Referral Agencies (CCR&Rs):**
  CCR&Rs are a great child care resource for providers, parents, and employers. They offer many training opportunities and may also act as registrars for family day care homes and school-age child care programs.
This picture appears on the Training Home Page – click on it for the Foundations of H&S e-Learning training.
Regulatory Training Requirements
Required Training Basics

• 15 Hour Pre-Service Health and Safety Training – prior to becoming licensed or registered as a family or group family provider

• 15 Hour classroom Health and Safety Training for new directors – pre-service or within 3 months of start date.

• Foundations in Health and Safety e-Learning (5 hours on-line) for new staff, caregivers and volunteers – pre-service or within 3 months of start date.

• 15 hours in required topics in the first 6 months of program licensure/registration or staff’s/caregiver’s/volunteer’s employment start date

• Complete a minimum of 30 hours every two years*: staff/caregiver/volunteer

• *(2 years follows the program’s license or registration and is prorated for those not employed the full 2 years)
All Licensed and Registered Program Staff

30 hours of training must address the following topics:

• Principles of child development
• Nutrition and health needs of infants and children
• Child day care program development
• Safety and security procedures
• Business record maintenance and management
• Child abuse and maltreatment identification and prevention
• Statutes and regulations pertaining to child day care
• Statutes and regulations pertaining to child abuse and maltreatment
• Education and information on the identification, diagnosis and prevention of shaken baby syndrome (not required of SACCs)
Administration of Medications Training (MAT)

Programs planning to administer medications, other than just topicals and/or emergency medications must have:

• a medication administrant who has:
  – successfully completed MAT;
  – has a valid certificate in cardio-pulmonary resuscitation;
  – has valid certificate in first aid;

• a health care plan approved by a health care consultant and the Office.

ONLY the Medication Administration Training (MAT) offered by a certified MAT trainer meets this requirement. All MAT certified trainers are found on the PDP website: www.ecetp.albany.edu
CPR and FIRST AID CERTIFICATION

All programs must have at least one staff person who holds a valid certificate* in cardio-pulmonary resuscitation and first aid, appropriate to the ages of children in care, on the premises of the program during the program’s operating hours.

*Valid certificate means the CPR and/or First Aid course work was obtained either:

- in a classroom or on-line (approved) and
- person was tested and passed an in-person competency-based skills test in order to be certified
Where Do I Find Training?
The OCFS Training Home Page is a good place to start

The Early Childhood Education and Training Program Home
https://www.ecetp.pdp.albany.edu/
ECETP Programs

- Health and Safety Training
- Medication Administration Training (MAT)
- OCFS Non-Credit Bearing Distance Learning Courses
- Educational Incentive Program (EIP)
- e-Learning Courses
- Webcast Training
- On Demand Training
Quick and Convenient Online Registration for Health & Safety and MAT

Keywords: (any title, organization, trainer)

By Date:
- Start: 2/16/2018
- End:

By Program:
- EIP
- Health & Safety
- MAT

By Course Type:
- [ ] Any

By Region:
- Albany
- Buffalo
- Long Island
- New York City
- Rochester
- Syracuse
- Spring Valley

By OCFS Topic Areas:
- [ ] 1. Principles of Childhood Development
- [ ] 2. Nutrition and Health
- [ ] 3. Child Care Program Development
- [ ] 4. Safety and Security
- [ ] 5. Business Records
- [ ] 6. CA/M ID and Prevention
- [ ] 7. Child Care Statutes andRegs
- [ ] 8. CA/M Statutes andRegs
- [ ] 9. Shaken Baby Syndrome

By Core Body of Knowledge:
- [ ] 1. Child Growth and Development
- [ ] 2. Family and Community Relationships
- [ ] 3. Observation and Assessment
- [ ] 4. Environment and Curriculum
- [ ] 5. Health, Safety, and Nutrition
- [ ] 6. Professionalism and Leadership
- [ ] 7. Administration and Management

By Modality:
- [ ] Day Care Center
- [ ] Small Day Care Center
- [ ] Group Family Day Care
- [ ] Family Day Care
- [ ] SACC

597 Trainings have been found

Sort by: Earliest
Quick and Convenient Online Registration

Training Specification

Health & Safety Training: Competencies for Becoming a Family or Group Family Day Care Provider Curriculum

Classroom

This competency-based 15-hour training provides a foundation for practices that promote and protect the health and safety of children in home-based child care. Successful completion of this course is required for all new family or group family day care applicants in New York State prior to licensure or registration, as well as for existing family or group family day care providers who change location or modality. This course is required for all new FDC and GFDC providers by NYS OCFS.

OCFS Topics:

Core Body of Knowledge:
5. Health, Safety, and Nutrition, 7. Administration and Management

Total Cost: $250.00
Total Hours: 15
Capacity: 1

Train er: Patricia Beek
Reg Contact: For testing purposes only

It begins Mar 9, 2018 ends Mar 11, 2018

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
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<td>Mar 9 - 6:00 AM</td>
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<td>Mar 10 - 06:00 AM</td>
<td>Mar 10 - 06:00 PM</td>
</tr>
<tr>
<td>Mar 11 - 06:00 AM</td>
<td>Mar 11 - 06:00 PM</td>
</tr>
</tbody>
</table>

Apply for this training

4 Tower Place, Albany, NY 12203
Quick and Convenient Online Registration

Step 2 of 2: Apply for Health & Safety Training Program

Health & Safety Training: Competencies for Becoming a Family or Group Family Day Care Provider Curriculum

Classroom
This competency-based 15-hour training provides a foundation for practices that promote and protect the health and safety of children in home-based child care. Successful completion of this course is required for all new family or group family day care...

Total Cost: $250
Total Hours: 15
Capacity: 1
Trainer: Patricia Beck

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</tr>
<tr>
<td>Mar 11 - 06:00 AM</td>
<td>Mar 11 - 06:00 PM</td>
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</tbody>
</table>

© POP
4 Tower Place, Albany, NY 12203

Personal Info:
- First Name: Jill
- Last Name: Haskell

Contact Info:
- Address 1: 4 tower place
- Address 2: 4th floor
- City: Albany
- State: NY

Apply
Print your certificate directly from your ECETP account

My Activities (Edit Profile Information)

Health & Safety / MAT Registration Status [+/-]

Here, you can check the status of your Health & Safety / MAT registration

<table>
<thead>
<tr>
<th>Training</th>
<th>Trainer</th>
<th>Start Date</th>
<th>End Date</th>
<th>Status</th>
<th>Submit Date</th>
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<td>19 min ago</td>
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Health and Safety Training
Two NEW Health and Safety Trainings
Medication Administration Training MAT
OCFS Non-Credit Bearing Distance Learning Courses
OCFS Non-credit Bearing Distance Learning Courses Listing

There are now two ways to find approved courses:

1. Select one of the Approved Organizations listed in the box to the right. Courses that satisfy one or more training topics may be used to fulfill training hours. Read more important information...
2. Select from the chart below a course that is designated APPROVED and not expiring. Read more important information.

This video describes how to use the OCFS Reviewed Distance Learning Courses page. It clarifies what courses count for training credit and which ones do not, and tells how to determine when a distance learning course can be used by providers to help them fulfill their required training hours.

*Medication Administration courses do NOT count as an OCFS approved course to provide medication to children in care. In NYS, view a current list of approved MAT course offerings.

*Note: life-saving (i.e., CPR or First Aid) distance learning courses MUST include an in-person competency skills demonstration in order to receive required certification.

*Health and Safety courses offered by Approved Organizations do NOT count as OCES approved courses to fulfill the pre-licensing pre-service health and safety training requirements.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Topic Areas</th>
<th>Approval Status</th>
<th>Organization</th>
<th>Expiration Date</th>
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<tbody>
<tr>
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<td>Select from below:</td>
<td>Approved</td>
<td>The Early Childhood Academy</td>
<td>12/18/2018</td>
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Approved Organizations:

1. Ashworth College
2. Care Course
3. Chiki Care Education
4. Chiki Care Lounge
5. New York State Department of Health (for non-CACFP participants)
6. New York State Department of Health (for other health-related courses)
7. New York State Office of Children and Early Childhood Care Training
8. Professional Development Program
9. Investigations
10. Quality Assessment
11. Safeguard Classes Online
12. Smart Horizons
E-Learning
Early Childhood Education and Training Program

Access On-Demand Webcast Training Materials and Videos

Welcome to the 2018 On-Demand Webcast Training Site. The training titles below will be available on a quarterly basis as listed:

**January 1 - March 30, 2018**
- Addressing Challenging Behavior: An Overview of the Pyramid Model
- Addressing Challenging Behavior: The Pyramid Model in Action
- Identifying and Helping Children Who Have Experienced Trauma

**April 1 - June 30, 2018**
- Moving and Growing in your Child Care Program
- Focus on the NYS Child Day Care Regulations

**July 1 - September 30, 2018**
- Infant Feeding Practices in Child Care Settings
- Child Abuse and Maltreatment: Protective Factors
- Town Hall Meeting: Managing Challenging Behavior

**October 1 – December 31, 2018**
- Family and Community Relationships with a Focus on Bullying During the School Age Years
- Looking at Your Child Care Program Through a Different Lens

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The 2018 Early Childhood Webcast training schedule is now available.

Submit
Search ‘ECETP’ on YouTube
Educational Incentive Program
EIP
The Educational Incentive Program

- A scholarship program that helps child care providers pay for training and educational activities with the intent to build provider knowledge, skills and competencies, and improve the quality of childcare
- Administered by the Professional Development Program, Rockefeller College, University at Albany
- Sponsored by the New York State Office of Children & Family Services (NYS OCFS)
- Funded by the Federal Child Care and Development fund
Program Eligibility

• Eligibility is based on:
  • Employment
  • Income
  • Training Organization
  • Training Type
Eligibility - Employment

All applicants must be:

• A U.S. Citizen, Permanent Resident or Resident Alien authorized to work in the U.S.

• Currently caring for children as part of the adult/child ratio requirement in a child day care program that is licensed or registered by the NYS OCFS or NYC DOHMH

OR

• The direct supervisor of the above mentioned child care staff
## Eligibility - Income

Adjusted Gross Income reported on most recent IRS 1040

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<tr>
<td>Each Add’l</td>
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Eligibility - Income

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<tr>
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<th>75% of amount requested</th>
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<tbody>
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Eligibility – Training Type

EIP may pay for:

- Non-credit bearing training, workshops and conferences
- Training & assessment fees for CDA and other preapproved credential/certificates
- College tuition and mandatory college fees
- Coaching
Eligibility – Training Type

EIP does not pay for:

• The same training within the same year
• Books and/or training materials
• Elective student fees, room, or board
• Registration or membership fees
• Instructor preparation or commute time
Non-Credit Bearing Training/Conference Workshops and OCFS Approved Non-Credit Distance Learning Courses

Up to $700.00 Per Calendar Year
College courses taken with regionally accredited colleges

CUNY- School of Professional Studies
University of Wisconsin-Platteville
Kingsborough Community College
Grand Canyon University
The College of Saint Rose
Daemen College
Touro College
Empire State College
Mohawk Valley Community College
Pace University
St. Joseph's College
Brooklyn College
Lehman College
Suffolk County Community College
Lebanon Valley College
Liberty University Inc.
St. Joseph's College
St. Joseph's College
Lebanon Valley College
Rasmussen College
Brockton Community College

Up to $2000.00 Per Calendar Year
Training and Assessment Leading to Credentials & Accreditation

- Child Development Associate
- NYS School Age Credential
- Family Child Care Accreditation
- National Administrator Credential
- Infant/Toddler Care and Education Credential
- Children’s Program Administrator Credential

Up to $1,250.00 Per Calendar Year
Credentialing Fees are exempt from Financial Eligibility Requirements
Coaching

Up to $1,100.00 Per Calendar Year
Questions for the Panel