



## Care 4 Kids Provider Orientation Training & Annual Professional Development

### Licensed Family Child Care Providers – New Requirements

Providers are key to the learning experiences of all children in their care and the quality of care is closely tied to the skills and knowledge of providers. All providers who receive a Care 4 Kids subsidy are required to complete an orientation training and ongoing professional development to build their knowledge and skills. The Office of Early Childhood is excited to offer many of these professional development opportunities to Care 4 Kids providers for free or at low-cost through the Quality Recognition and Improvement System (QRIS), Thrive! Effective September 30, 2018, all Care 4 Kids providers (home- and center-based) are required to complete the provider orientation.

Starting October 2018, each Care 4 Kids provider will be checked once a year to confirm they have met the online health and safety orientation, and ongoing professional development requirements.

One-Time Orientation Requirements	Annual Requirement
<ul style="list-style-type: none"> <li>➤ <b>Provider Orientation Program – Preservice POP</b> See <a href="http://www.ThriveCT.org/enroll/in-person-training">www.ThriveCT.org/enroll/in-person-training</a></li> <li>➤ <b>First Aid, CPR, and Medication Administration Certificates</b> See <a href="http://www.ThriveCT.org/enroll/in-person-training">www.ThriveCT.org/enroll/in-person-training</a></li> <li>➤ <b>2-Hour Online Health and Safety Orientation Program</b> See <a href="http://www.ThriveCT.org/enroll">www.ThriveCT.org/enroll</a></li> </ul>	<ul style="list-style-type: none"> <li>➤ <b>18 hours of annual professional development</b></li> </ul>
<h4>Online Health and Safety Orientation</h4>	
<p>Once you complete the Online Health and Safety Orientation, a certificate will be added to your Office of Early Childhood Professional Registry Account. The Care 4 Kids Program will then know that you have met this requirement.</p> <p><b><i>If you do not complete the Online Health and Safety Orientation, you will receive a letter from Care 4 Kids. You will then have 30 days to complete this requirement.</i></b></p>	
<h4>Professional Development</h4>	
<p>You will need to track all of your professional development hours on the Individual Professional Development Staff Record. You can find this form at <a href="http://www.ct.gov/oec/lib/oec/licensing/childcare/g_c_professionaldev.pdf">www.ct.gov/oec/lib/oec/licensing/childcare/g_c_professionaldev.pdf</a>. The Care 4 Kids Program will determine whether or not you have met the annual professional development requirements. If additional information is needed, you will receive a letter from Care 4 Kids.</p> <p><b><i>If you do not complete all of the required Professional Development Hours, you will receive a letter from Care 4 Kids. You will then need to complete this requirement at your next annual review.</i></b></p>	