



## IMPORTANT ANNOUNCEMENT

### **CCAP License-Exempt Child Care Home 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 license-exempt family child care providers participating in CCAP will have minimum training requirements. In order for a current provider 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 license-exempt family child care providers 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 license-exempt family child care providers 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. If you have achieved the ECE Credential Level 1, you have met the training requirement as long as it is documented in the Gateways Registry. If you have not achieved the ECE Level 1 credential but have taken modules toward the credential in the last five years, you will be given credit for those modules and you do not have to take them again as long as all are documented in the Gateways Registry. **HOWEVER**, you will need to take the remaining modules to complete the ECE Level 1 Credential.

Several Gateways Credentials align with the required training. If you hold one of the following Credentials, and it is current, you have met the requirements of the ECE Credential Level 1 training: ECE Credential Level 3-6; Infant Toddler Credential Level 3-5; IDC Levels I-III; and FCC Credential Levels 2-5. This list and additional resources can be found at [www.ilgateways.com](http://www.ilgateways.com). REMEMBER, training completion and credential attainment must be recorded in the Gateways Registry in order to get credit.

*License-exempt Family Child Care Homes (Relatives and Non-Relative Providers)*

## IDHS Child Care Assistance Program Training Requirements

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

<b>License-Exempt Family Child Care Home</b>	
<b>Who must complete training by September 30, 2017?</b>	
<ul style="list-style-type: none"> <li>• Primary caregiver providing license-exempt child care (includes relatives and non-relative providers.)</li> <li>• All new caregivers must complete the trainings before September 30, 2017</li> </ul>	
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Current staff must complete	Where to find the Training
Primary caregivers providing license-exempt child care serving all ages of children: 1) The following modules of the Illinois ECE Credential Level 1 Tier 1 – <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>	Online training is available through Gateways Registry at <a href="https://registry.ilgateways.com">https://registry.ilgateways.com</a> or contact local CCR&R for face-to-face training.
2) The following modules of the Illinois ECE Credential Level 1 Tiers 2 and 3, separated by the line below: <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><u>d) 6, Personal and Professional Development</u></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>	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&R for face-to-face training in English & Spanish.
3) CPR/First Aid Certification	Contact your local CCR&R for training or a list of organizations that offer approved training.
4) Child Abuse and Neglect/Mandated Reporter Training	Visit: <a href="https://mr.dcfstraining.org/">https://mr.dcfstraining.org/</a>
5) What is CCAP?	Online training is available through Gateways Registry or contact local CCR&R for face-to-face training
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The primary caregiver providing license-exempt child care, including relatives and non-relative providers, must have 8 hours of training annually related to early childhood care and education and/or school age child care.	

**Questions and Comments should be directed to [dhs.ccap-reauth@illinois.gov](mailto:dhs.ccap-reauth@illinois.gov).**