

Licensed Child Care Provider Training Requirements

Tools to meet training requirements

Pre-Service vs. Orientation Training

There two types of initial training for child care providers: pre-service and orientation. Pre-service training must be completed prior to working with children. Orientation training must be completed within 30 days of employment.

Training Requirements

The training requirements include specific trainings and annual clock hours. Please use the chart to learn more about the specific training requirements and how to complete them. To meet the annual clock hours training requirement all licensed child care providers are required to have 3 clock hours of training focused on social emotional development and 12 clock hours of training focused on these 8 competencies:

1. Child growth and development, and learning or courses that align with the competency domains of child growth and development
2. Child observation and assessment
3. Family and community partnership
4. Guidance
5. Health, safety and nutrition
6. Professional development and leadership
7. Program planning and development
8. Teaching practices

PDIS and Approved Training Vendors

Many of the required trainings are offered free of charge through the Colorado Shines Professional Development Information System (PDIS) at <https://ecpd.costartstrong.org>. The Office of Early Childhood, Division of Early Care and Learning approves training vendors to provide required courses not currently on PDIS. Approved vendors may be found at www.coloradoofficeofearlychildhood.com/training.



Course	Requirements Fulfilled	Availability	Timing	Frequency	Audience
Building & Physical Premises Safety/Storage of Hazardous Materials & Bio-Contaminants	Reg. 7.702.33D1 Reg. 7.702.33D2 Reg. 7.707.32A8	Child care center directors or family child care providers should build a plan and train staff	Pre-Service	One time	All providers must be trained on the plan
Disaster Preparedness and Emergency Response	Reg. 7.701.100A	Child care center directors or family child care home providers should take the online FEMA training and build an emergency response plan	Pre-Service	One time	All providers must be trained on the plan
Prevention of Shaken Baby Syndrome and Abusive Head Trauma	Reg. 7.702.33F Reg. 7.707.32A10	Available online on PDIS and face-to-face through approved training vendors	Pre-Service	Annually	Providers working with children under 3
Prevention of Sudden Infant Death Syndrome & Use of Safe Sleeping Practices	Reg. 7.702.3.E Reg. 7.707.75G	Available online on PDIS and face-to-face through approved training vendors	Pre-Service	Annually	Providers working with infants under 12 months
Recognition & Reporting of Child Abuse & Neglect	Reg. 7.707.32A11 Mandatory Reporter Reg. 7.702.33.C	Available on PDIS	Orientation	Annually	All providers
Standard Precautions	Reg. 7.702.33.G Reg. 7.70732A4 fulfills prevention and control of infectious disease requirement	Available through approved training vendors	Pre-Service	Annually	All providers
CPR & First Aid Certification*	Reg. 7.702.46.A5 Reg. 7.702.47.D Reg. 7.702.52.B4 Reg. 7.707.32.6	Available through approved training vendors	Pre-Service	Depending on certificate received	Providers required to be certified in rule
Introduction to CPR & First Aid Training	Reg. 7.702.52.B5	Available on PDIS	Orientation	Bi-annually	Providers not required to be certified in CPR and First Aid
Administration of Medication	Reg. 7.702.52.C7 fulfills prevention of and response to emergency due to food and allergic reaction Reg. 7.707.32.7	Available on the PDIS as a hybrid model, with Part I taken online and Part II taken through approved training vendors. Also available as face-to-face only training through approved vendors	Prior to administering medication	Training every 3 years; delegation annually	Staff designated to give medication
Precautions in Transporting Children	Reg. 7.702.59.C9	Child care center directors should create a driver training to be approved by licensing, and train all drivers. Family child care home providers should follow the procedures stated in rule	Prior to driving children	One time	Drivers
Child Care and Preschool Immunization	Reg. 7.70233N Reg. 7.707.32A9	Available on PDIS	Orientation	Annually	Staff responsible for collection, review and maintenance of child immunizations records
Pre-Licensing	Reg. 7.707.32	Available through approved training vendors	Pre-Service	One time	New family child care home providers

*Does not count toward annual training requirements