# TRAINING REQUIREMENTS FOR CHILD CARE CENTERS AND PRESCHOOLS

Staff working in child care centers and preschools are required by State licensing rules to complete specific required courses. Please use the charts on the following pages to learn more about the specific training requirements and how to complete them.

#### Colorado Shines PDIS and Approved Training Vendors

Most required training is available for free on the Colorado Shines PDIS at www.coloradoshinespdis.com. The Department of Early Childhood also approves trainers who offer required courses. Approved training vendors can be found at https://cdec.colorado.gov/training.

### Training for All Staff Who Care for and Supervise Children

Course	Licensing Rule	Where to Find the Training	Frequency	Who Needs to Take It				
Complete Prior to Caring for Children								
Building and Physical Premises Safety/ Storage of Hazardous Materials and Bio-Contaminants	2.213.A	Directors should develop a plan and train all staff	One time, update as needed	All staff responsible for the care and supervision of children				
CPR and First Aid Certification*	2.213.E 2.216.B.1.e 2.216.C.1.3 2.220.F 2.227.C.2	Available through approved vendors	Listed on certificate	All staff required by rule to be certified in First Aid & CPR				
Emergency and Disaster Preparedness for Child Care Providers	2.133.A	Available on the PDIS or through FEMA website (IS-36). Directors must also develop and train staff on an emergency plan.	One time⁺	All staff responsible for the care and supervision of children				
Standard Precautions	2.213.B	Available online on the Colorado Shines PDIS or through approved training vendors	Annually	All staff responsible for the care and supervision of children				
Complete within 30 Calendar Days of Employment								
Introduction to First Aid and CPR	2.213.F	Available on the Colorado Shines PDIS	Every 2 years	All staff NOT required by rule to be certified in First Aid and CPR				
Recognition and Reporting of Child Abuse and Neglect	2.213.G	Available on the Colorado Shines PDIS and through County Department of Human Services	Annually	All staff responsible for the care and supervision of children				
Complete within 90 Calendar Days of Er	nployment							
Introduction to the Early Intervention and Preschool Special Education Programs	2.213.H	Available on the Colorado Shines PDIS	One time⁺	All staff responsible for the care and supervision of children				
Recognizing the Impact of Bias on Early Childhood Professionals	2.213.1	Available on the Colorado Shines PDIS and through department approved vendors	One time⁺	All staff responsible for the care and supervision of children				
Child development training	2.213.1	Training that reviews the major child development domains (cognitive, social, emotional, physical development and approaches to learning) will meet this requirement. Some options are available on the Colorado Shines PDIS.	One time⁺	All staff responsible for the care and supervision of children				

## Training for Specific Staff at Child Care Centers and Preschools

In addition to the training outlined on the previous page, some staff may be required to take additional training based on their roles, responsibilities, and the ages of children they care for. The chart below summarizes this training.

Course	Licensing Rule	Where to Find the Training	Frequency	Who Needs to Take It			
Complete Prior to Caring for Children							
Infant Safe Sleep Practices	2.213.C	Available on the Colorado Shines PDIS or through approved vendors.	Annually	All staff caring for children under the age of 1 year			
Prevention of Shaken Baby Syndrome and Abusive Head Trauma	2.213.D	Available online on the Colorado Shines PDIS or through approved vendors.	Every 2 years	All staff caring for children under the age of 3 years			
Medication Administration Training	2.220.F 2.217.A.9	Part 1 is available on the Colorado Shines PDIS and through approved vendors; Part 2 is available through vendors.	Every 3 years with annual delegation	At least 1 staff on duty at all times, and all other staff designated to administer medications			
Precautions in Transporting Children	2.227.C.9	Directors develop a 4-hour driver training and train appropriate staff; training must be reviewed every 3 years for updates.	Review for updates every 3 years	All staff responsible for transporting children			
Complete within 30 Calendar Days of Employment							
Child Care and Preschool Immunizations	2.213.N	Available on the Colorado Shines PDIS	Annually	Staff responsible for children's immunization records			

#### **Training for Directors**

Course	Licensing Rule	Where to Find the Training	Frequency	Who Needs to Take It		
Complete within 90 Calendar Days of Employment						
Introduction to Child Care Health Consultation	2.213.K	Available on the Colorado Shines PDIS	One time <sup>+</sup>	All directors and assistant directors		
Working with an Early Childhood Mental Health Consultant	2.213.J	Available on the Colorado Shines PDIS	One time <sup>+</sup>	All directors and assistant directors		

\*Does not count toward annual ongoing professional development training requirements

<sup>+</sup>Previous course completions satisfy this requirement.

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