

Training Requirements for Child Care Providers

Informal and Relative Family Child Care Home

- One hour of self directed study related to child development (have your regulatory specialist approve)

Registered Family Child Care Home

- Within six (6) months of initial registration:
 - An approved training in basic first aid that includes rescue breathing and choke saving
 - Two (2) hours of other approved health and safety training
- Within twelve (12) months of initial registration:
 - **Four (4)** additional hours of training in at least one other Core Knowledge/Core Competency areas
- Annual training:
 - **Eight (8)** hours of approved training, encompassing a minimum of two (2) Core Knowledge/Core Competency areas

Family Child Care Facility

- Facility Staff
 - Successfully complete Cardiopulmonary Resuscitation (CPR) training or other certified first aid including rescue breathing and first aid for choking within first six (6) months of employment
 - Complete at self study packet on Sudden Infant Death Syndrome (SIDS) and Shaken Baby Syndrome or attend an approved SIDS and Shaken Baby Syndrome training prior to caring for children less than thirteen (13) months of age
 - Complete at least **twelve (12)** hours of training annually, selecting training that addresses a variety of the Core Knowledge/Core Competency areas
- Facility Operator
 - Must meet all of the requirements that apply to facility staff
 - Must complete at least **fifteen (15)** hours of approved training annually
 - Over a four (4) year period an operator must select training that addresses all of the Core Knowledge areas

Child Care Center

- Child Care Center Staff
 - Must have training in Cardiopulmonary Resuscitation (CPR) within six (6) months of employment
 - Must obtain Child Abuse Recognition and Prevention within six (6) months of employment
- Child Care Center Qualified Staff
 - Must meet all qualifications of child care center staff, in addition to:
 - Within six (6) months of beginning to care for children *twenty-four months of age and under*, each qualified staff member shall have a minimum of forty (40) hours of approved training related to the care of children twenty-four (24) months of age and under
 - All qualified staff must complete **fifteen (15)** hours of approved training within the first year of employment (**six (6) hours** of training related to the age group of children for which they are caring for)
 - All staff must apply for credentialing on the WV STARS Career Pathway (and must complete all trainings necessary to keep the credential current)
 - In order to administer medication, a qualified staff member must have training from an approved training source in medication administration
- Child Care Center Director
 - Must meet all qualifications of staff and qualified staff in addition to, completing six (6) hours in management training (within the required fifteen (15) hours