

# 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](http://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
<b>Complete Prior to Caring for Children</b>				
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 <sup>+</sup>	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
<b>Complete within 30 Calendar Days of Employment</b>				
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
<b>Complete within 90 Calendar Days of Employment</b>				
Introduction to the Early Intervention and Preschool Special Education Programs	2.213.H	Available on the Colorado Shines PDIS	One time <sup>+</sup>	All staff responsible for the care and supervision of children
Recognizing the Impact of Bias on Early Childhood Professionals	2.213.I	Available on the Colorado Shines PDIS and through department approved vendors	One time <sup>+</sup>	All staff responsible for the care and supervision of children
Child development training	2.213.I	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 <sup>+</sup>	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
<b>Complete Prior to Caring for Children</b>				
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
<b>Complete within 30 Calendar Days of Employment</b>				
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
<b>Complete within 90 Calendar Days of Employment</b>				
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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