NEW Early Childhood Teacher Orientation (Includes Teacher and Aide role types)

Pre-service Training – to be completed prior to caring for children, or under supervision of a Primary Caregiver. Must be completed within the first 30 days of hire.

- CPR/First Aid Certification – 4 hours, CCR&R Agency or other approved trainers
- Safe Sleep in Child Care training – 2 hours, on-line **
- Prevention of Shaken Baby Syndrome & Abusive Head Trauma training – 2 hours, on-line **

Basic Health and Safety PD Track
Completed within 90 days of hire

- Prevention and Control of Infectious Diseases & Immunizations training – 2 hours, on-line
- Medication Administration in Child Care Part I training – 3 hours, on-line
- YIKES Disaster Planning -Emergency Preparedness training – 2 hours, on-line
- Protecting Children from Harm Training – 2 hours, on-line
- Child Abuse & Neglect: Mandatory Reporting in Child Care training – 3 hours, on-line
- Orientation Overview: Child Care Essentials for Early Childhood Professionals training - Optional support course offered in person at CCR&R Agency – 3 hours

New Employee Paper Work -within 15 days of hire
(PS # issued upon completed paperwork)
- Employee Cover sheet
- Release of Information
- FBI check
- Statement of Health
- Background Checks
- Td and MMR documentation

New Employee Program Orientation
- Provided by employer (requirements and template provided)
- Within first 30 days of hire
- Employee and Employer must verify completion in writing

**School Age Care Exception