Save the Date!
Saturday, March 3, 2018
Salt Lake City

Utah’s Largest Gathering of Early Childhood Professionals!

Join us for the Second Annual Pre-Conference Leadership Day
Friday March 2, 2018
Featuring
Dr. Douglas Goldsmith

Coming up!
Watch for more information!

The Annual CHILD Conference
Get ready for Home Tours and so much more!

Saturday June 23, 2018 time to be announced!
Utah Department of Health - New ASQ Tools to Aid Your Program

Serving young children and their families is what childcare programs are all about. You do what you do because you care. At the Bureau of Child Development in the Utah Department of Health, we understand that, we honor that, and we want to help you do it. Our Early Childhood Utah program currently offers two game-changing tools to assist you in the good work you’re already doing. The Ages and Stages Questionnaire (ASQ) and the Strengthening Families Protective Factor Framework can help improve clarity and precision in your work with families.

The Bureau is offering to partner with interested childcare programs in the service of families; we provide access to training, materials, tools, and ongoing support in integrating the ASQ into your program. In addition to providing insight on how to work with a specific child in the moment, screening is the first step to identifying children who could benefit from additional services to improve their outcomes now and down the road.

We’re also in the process of applying and adapting the Strengthening Families Protective Factors Framework to a variety of fields across the state. This strengths-based framework puts the work that we do with individual children every day in the larger context of the family, and what each partner, program, and provider contributes to that family’s development of the five protective factors:

- Parental Resilience
- Social Connections
- Knowledge of parenting and child development
- Concrete support in times of need
- Social and emotional competence of children

To learn more about either of these efforts, please reach out to your local Care About Childcare center, or contact the Program Coordinator within the Bureau of Child Development, Justin Nuckles, directly at:

Justin Nuckles
Email: jnuckles@utah.gov
Office: 801-273-2908
Cell: 385-232-6366

Please Share this important information with your Program Parents!

Kids in Care (K.I.C) helps job seekers!

Have you recently lost your job? It's hard to find a new job when you have no one to watch your kids while you search.

The Kids in Care program reimburses regulated child care providers for caring for children while parents engage in formal job search activities! The Kids in Care program is for unemployed parents. Parents need to meet specified financial eligibility requirements based upon federal regulations. Providers can be reimbursed for up to 150 hours of 'drop in' child care for each Kids in Care family they provide care for.

If you would like more information on the Kids in Care Program, go to:

www.cssutah.org/kids-in-care or

Please call Tina Kofford at: (801) 326-4399
Provider Resource Night

Resource night is now Thursday night!

Same time – different night - 5pm to 8pm
our office will be open for providers
*No resource night in July & December
Check our Facebook page for other closures

https://www.facebook.com/pg/CCRRBridgerland/

Come in and get one-on-one assistance with:
Technical Assistance, Professional Development,
CDA help, Career Ladder or Marketing Page and more!
You can also use the resources available to you such as:
Book Bags, Lamination, Die Cuts, Book Binding,
We are here for you!

We are also available for fingerprints by appointment only.
Call for details: 435-797-1552 or 800-670-1552
Tom Copeland answers questions on Contracts & Policies

Q: Is it a good idea to give out your rate information before interviewing with a prospective family?

A: There is no right or wrong answer to this question. Most family childcare providers do not share rate information over the phone. They want parents to see the quality of their care, so they can understand what they are paying for. Parents will pay more for high quality care that can only be seen during a visit to your home. Some providers do share their rates on the phone to screen out parents who are not willing to pay for their services.

Q: I signed on a family 3–4 months ago and at the time we did not talk about a holding fee. I contacted the mom via text message to set up an amount. It was my fault that I did not have a holding fee for infants as I have never had too. Is the text message viewed as a written agreement?

A: A written agreement is only enforceable when both parties sign it. Therefore, sending a text message to the mother saying that you will be charging her a holding fee will not be enforceable unless she responds by accepting your proposal. Charging a non-refundable holding fee is a good idea. Do not apply it to the first or last weeks of care. Parents are paying for your promise to hold the spot and you are giving up the right to fill it during this time.

Q: How should we handle it if the parents are divorced and the dad is only allowed to pick up on Tuesdays and every other Friday and he shows up on a Wednesday?

A: If the mother has not approved of the father picking up on Wednesday, you should tell the father to leave or you will call the police. Either parent can give permission to the other parent to pick up on their days, but you want this in writing and with some advance notice. Do not physically try to prevent the father from taking the child. Do not hesitate to call 911 if the father insists on taking the child.

Q: What is your recommendation on children who walk to school or a bus stop from a provider’s home? Regarding liability - Would you recommend having that part of the contract and very detailed?

A: You should follow these steps. 1) Ask your licensor if it is safe for the child to do this. You are a mandated reporter of child neglect and you do not want to violate this law. 2) Get written permission from each parent that spells out that the child will be alone when walking to school or waiting at the bus stop. 3) Get business liability insurance that will protect you if a parent sues you if the child is injured. 4) If you do not feel comfortable, do not agree to it.

Q: What do you do if a parent paid on their last day and the check is returned due to insufficient funds and parent refuses to answer any communication?

A: To enforce your contract you should send the parent a letter that states how much she owes you, a deadline for when you expect payment, and a notice to take her to small claims court if she does not pay. Having a copy of the bounced check should make it very easy to win your case in court. To avoid this problem, require parents to pay at least a week in advance and the last two weeks in advance. If a parent cannot pay this all at once, set up a payment plan where the parent pays an extra $5-$25 per week to catch up.

Q: If my policies state a two-week written notice is expected at termination of childcare and if no notice is given, will I be able to collect for those two weeks if I did not provide the care?

A: If you refuse to provide care, you cannot expect the parent to pay for it. If the parent has paid you in advance and you terminate care, you should refund money for any days that you won’t provide care. If the parent leaves and doesn’t give you a two-week notice under your contract, and doesn’t come for those two weeks, and you were ready to care for the child, you should be able to win in court.

Q: What about this-a parent comes to pick up their child and the child runs out the door to the outside to get into the vehicle and gets hurt. Who is responsible? Mind you, they have been told not to do this a number of times.

A: You are responsible for any injuries suffered by a parent or child while on your property. Therefore, you want to insist that the parent follow your safety rules during drop off and pick up times. If the parent refuses to cooperate then you should consider terminating your contract.

Source: Tom Copeland – www.tomcopelandblog.com
NEW CAC-USU Reserved Parking Spots:
If you visit on a weekday during business hours, please use the Care About Childcare reserved parking spaces on the east side of the black parking lot. North of the CPD, building (used to be HSRC).
You can find a map to our office and new training facility in Brigham City at: www.careaboutchildcare.usu.edu

NEW CAC-USU Brigham City trainings are located at the Utah State University Brigham City Regional Campus (Old Fred Meyers building)

195 West 1100 South
Brigham City

For more information call CAC-USU at: 435-797-1552
Do you have questions about a child under 3 in your care?

Do they have difficulty talking?

Crawling or walking?

Sitting or standing?

Controlling his or her behaviors?

Interacting with others?

Eating?

If you answered yes to any of the above listed concerns, this child may be eligible for services through the baby watch early intervention program at Up to 3 Early Interventions.

For more information on how to help the children in your care, you or the child’s parent can contact:

Up to 3, Early Intervention
At Utah State University
(435) 797-3727 or toll free at 1-866-(MYKIDDO), 1-866-695-4336
http://www.cpdusu.org/projects/upto3

You can make a difference for children under 3 in your supervision. We can offer support to your program as well as help for the family.
CDA Corner

Some helpful hints when completing the CDA process.

Review-Observe-Reflect

Review-Observe-Reflect is the expanded definition of the R.O.R. Model. Review-Observe-Reflect method is the method by which the Council approved Professional Development Specialist will evaluate the CDA candidate as part of the CDA credentialing process.

During the verification visit, the Professional Development Specialist will:

- **Review** the contents of the CDA candidate's CDA Professional Portfolio, training transcripts or certificates and Family Questionnaires.
- **Observe** the CDA candidate working with children as a lead teacher in a specific age group.
- **Reflect** with the CDA candidate in a dialogue, focusing on the candidate's areas of strength and growth, as identified by the specialist in the CDA Professional Portfolio or seen during the observation.

Review-Observe-Reflect sets a standard for how the Professional Development Specialist conducts the verification visit to ensure a consistent and fair evaluation of the candidate's competency in working with children.

If you have any questions about completing the CDA process or you are interested in earning the CDA credential, please contact the CAC office.

The staff at CAC are always happy to help you.
435-797-1552
www.careaboutchildcare.usu.edu
CEU Homework

All of the former UACCRRRA CEU homework is now located on the URPD website under Professional Development.

[https://urpd.usu.edu/](https://urpd.usu.edu/)

The cost of CEU credit is now FREE!

The homework will now be mailed to URPD.

The CDA council is now accepting clock hours for CDA renewal so CEU credit is not necessary for this purpose; however, please check with the CDA Council to be sure. 3 CEU’s are still accepted for Career Ladder, Levels 5-8.

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Home Provider and Center Licensing Orientation, Training Schedule & Ongoing Rules Training

The Utah Department of Health- Bureau of Child Development Child Care Licensing’s schedule for home and center provider orientation meetings will be posted on their website: [http://www.health.utah.gov/licensing](http://www.health.utah.gov/licensing). Go to the website and click on Provider Trainings. This will give the information for both the initial orientation schedules and the on-going rules trainings.

You can also find a link to their website at: [http://www.careaboutchildcare.utah.gov](http://www.careaboutchildcare.utah.gov) click on contact. *Remember that pre-registration is required for the trainings.

If you have any questions call:

Kathleen Saunders: 801-698-3244

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Tom Copeland Webinars

These webinars will help you master the business side of family child care. Take part in a fast-paced webinar hosted by Tom Copeland. Webinars will include information on Basic Record Keeping and important tax updates.

For more information go to: [http://tomcopelandblog.com/](http://tomcopelandblog.com/)
Achieved by September, October, November, December 2017

Early Childhood Career Ladder

**Level 1**
Christine Bice

**Level 4**
Julianne Davenport
Chelsey Petersen
Jessica Vargas

**Level 6**
Jennifer Baker
Muriel Bingham
Margarita Jeide

**Level 8**
Stephanie Kearl

**Level 2**
Jaclyn Crook
Colleen Harper
Margarita Jeide
Lisa Saunders

**Level 5**
Muriel Bingham

**Level 7**
Julie Backlund
Kristy Platis

**Level 10**
Kati Christensen
Chloe Baczuk

Professional Development

Incentive Award
Heather Andrews
Amberlynn Andrus
Angela Angel
Julie Backland
Chloe Baczuk
Jennifer Baker
Ellen Barrett
Christine Bice
Muriel Bingham
Tammy Braegger
Adesa Cagle-Cox
Kati Christensen
Natalie Dallinga
Julianne Davenport
Tessie Fairbanks
Roxanne Hansen
JaNae Heap
Lori Hidalgo
Margarita Jeide
Rachael Jessop
Brady Johns
Tammy Johnson
Melinda Lyon
Tiffany Nicholas
Roxanne Pauni
Cheryl Preece-Smith
Lisa Reeder
Kristyn Rose
Leah Stanton
Marie Williamson
Janene Yates
Susan Yates

Endorsements

Touchpoints
Kristy Platis

CDA
Julianne Davenport
Chelsey Petersen
Jessica Vargas

Grants

PC Grant
Brittney Olsen
Bisharo Muse
Cortney Atkinson

FSUG
Leslie Phillips
Madina Noor

Welcome!

New Providers
Leslie Phillips – Smithfield
Madina Noor - Logan
Lourdes Mora - Logan
## January Training Classes

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date &amp; Time</th>
<th>Location</th>
<th>Cost</th>
<th>Credit</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Infant/Toddler Course 4</td>
<td>January 9, 16, 23, 30, 2018 4 Tuesdays 6:30-9pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course participants explore positive ways to work with the families of the children in their care. Areas of focus include: partnerships, sharing the care, and how to be aware of, and sensitive to, cultural differences.</td>
</tr>
<tr>
<td>Guidance &amp; Emotional Wellness Course 4</td>
<td>January 9, 16, 23, 30, 2018 4 Tuesdays 6:30-9pm</td>
<td>USU- Ext. 195 West 1100 South Brigham City</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course participants will continue to learn about concepts developed by CSEFEL (Center for Social Emotional Foundations for Early Learning). They will learn about techniques, called Positive Behavior Supports, to help children with behavior issues. They will discuss the meaning of children's challenging behavior, and learn how to develop a support plan. They will also learn about the caregiver's role in supporting children with serious emotional disorders.</td>
</tr>
<tr>
<td>Special Needs Course 4</td>
<td>January 10, 17, 24, 31, 2018 4 Wednesdays 6:30-9pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course, participants will learn the best teaching techniques to use when working with children who have special needs. Topics include individualizing lesson plans/activities, proactive techniques, guiding behavior/interventions, and implementation of successful inclusive programming.</td>
</tr>
<tr>
<td>Professionalism in Child Care: More Than Babysitting</td>
<td>January 13, 20, 2018 2 Saturdays 8:00am-1:00pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants learn how to make informed decisions based on standards for best practices, utilize opportunities for individual professional growth, and contribute to the early childhood field.</td>
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## February Training Classes

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<tr>
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<tbody>
<tr>
<td>Medication Administration</td>
<td>February 1, 8, 2018 2 Thursdays 6:30-9pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants will learn: how to identify different types of medication, why medication is given, and how it is given; improve medication storage, preparations and administration techniques; good documentation of medication administration; how to recognize and respond to adverse reactions to medication; how to develop appropriate policies about medication administration and implement them.</td>
</tr>
<tr>
<td>Looking to Learn</td>
<td>February 6, 13, 20, 27, 2018 4 Tuesdays 6:30-9pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants learn effective tools and strategies for gathering and using observational information about children. Areas of focus include: learning to observe children accurately and objectively, observation tools and goals, overcoming obstacles to observation, and interpreting and using observation data.</td>
</tr>
<tr>
<td>Learning in the Early Years</td>
<td>February 6, 13, 20, 27, 2018 4 Tuesdays 6:30-9pm</td>
<td>USU- Ext. 195 West 1100 South Brigham City</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants explore how young children learn and develop. Areas of focus include brain development, learning through play, supporting social and emotional development, and positive guidance.</td>
</tr>
<tr>
<td>Back to the Basics: Methods in Playdough</td>
<td>February 12, 2018 1 Monday 6:30-9pm</td>
<td>USU CAC Office Logan</td>
<td>$8</td>
<td>Licensing CL CDA</td>
<td>In this course, participants will learn methods of using playdough and skills that children will learn by implementing playdough into a best practice classroom. Come and explore the fun with us!</td>
</tr>
<tr>
<td>Relationship Touchpoints Course 3</td>
<td>February 17 &amp; 24, 2018 2 Saturdays 8:00am-1:00pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>This course, based on the work of Dr. T. Berry Brazelton, focuses on understanding the developmental “Touchpoints” of the 3-4 year old and supporting the child’s development at day care and at home. Instruction will include the “Touchpoints” principles &amp; assumptions that strengthen relationships between providers and parents and the parents and child. This training emphasizes the implementation of reflective practice strategies to enhance current and future child care practices. Course 1 is a prerequisite for all other Touchpoints courses.</td>
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### March Training Classes

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<tr>
<td>What Do You Do with the Mad that You Feel?</td>
<td>February 21 &amp; 28, 2018</td>
<td>USU CAC Office Logan</td>
<td>$8</td>
<td>Licensing CL CDA</td>
<td>In this course participants will learn that controlling anger is a skill that children learn from their caregivers. They will develop an understanding of how to develop their own self-control, and examine ways to help children develop self-control. Lastly, they will learn strategies for intervention when children are overwhelmed with anger and frustration.</td>
</tr>
<tr>
<td>TOP Star Training</td>
<td>March 6,13,20,27,2018</td>
<td>USU-Ext 195 West 1100 South Brigham City</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course, participants will develop an understanding of how to prevent obesity in childcare settings. They will learn how to develop policies that support mothers who choose to breastfeed. They will also learn best practice regarding physical activity and nutrition for children in their care, and how to limit &quot;screen time&quot; in their programs.</td>
</tr>
<tr>
<td>School Readiness Course 4</td>
<td>March 6,13,20,27,2018</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course, based on Utah’s Early Learning Guidelines, participants will learn how to effectively and appropriately foster preschooler’s development in four additional core areas; Approaches to Learning, Science, Creative Arts, and Physical Development.</td>
</tr>
<tr>
<td>Money Management for Child Care Businesses</td>
<td>March 7, 14, 2018</td>
<td>USU CAC Office Logan</td>
<td>Free</td>
<td>Licensing CL CDA</td>
<td>Learn how a better understanding of your financial reports can lead to less business stress and increased profits! This course will also teach the basics of budgeting, projecting revenue and expenses, collecting income, and using financial information to make strong business decisions.</td>
</tr>
<tr>
<td>All About Twos</td>
<td>March 10,17,2018</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>This course focuses on the unique needs of two year olds and how to be a successful caregiver to two-year-old children. Participants will learn how to promote language-cognitive-social and emotional development, and how to create an environment that supports two year old needs and caregiver sanity.</td>
</tr>
<tr>
<td>Back to the Basics: Discovering Science In Child Care</td>
<td>March 19, 2018</td>
<td>USU CAC Office Logan</td>
<td>$5</td>
<td>Licensing CDA CL-pending</td>
<td>This course focuses on implementing science activities throughout a childcare setting. The class will discuss various science activities and language to use when teaching science. Participants will learn how to integrate science in other classroom activities and some fun science experiments will be shown throughout the course.</td>
</tr>
<tr>
<td>Making the Most of Marketing: Simple Strategies for Child Care Businesses</td>
<td>March 24, 2018</td>
<td>USU CAC Office Logan</td>
<td>Free</td>
<td>Licensing CL CDA</td>
<td>Making the Most of Marketing: Simple Strategies for Child Care Businesses (3 hrs) Learn how to create a simple and effective marketing plan that takes advantage of activities you may already be doing. Participants will learn effective tips for honing marketing messages to target best-fit families for each program’s unique style.</td>
</tr>
<tr>
<td>Success: Recruiting and Retaining Strong Staff</td>
<td>March 24, 2018</td>
<td>USU CAC Office Logan</td>
<td>Free</td>
<td>Licensing CL CDA</td>
<td>A strong staff is the backbone of a healthy business. Participants will leave this class with a variety of tips for how to find and develop talented staff members while avoiding legal issues related to staffing.</td>
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### April Training Classes

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<tr>
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<tr>
<td>Ages &amp; Stages</td>
<td>April 3, 10, 17, 24, 2018 6:30-9:00pm</td>
<td>USU-Ext. 195 West 1100 South Brigham City</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants learn about typical developmental milestones for infants, toddlers, preschoolers, and school age children. Participants also learn basic strategies for working with each of these age groups of children.</td>
</tr>
<tr>
<td>Making Learning Fun</td>
<td>April 3, 10, 2018 2 Tuesdays 6:30-9:00pm</td>
<td>USU CAC Office Logan</td>
<td>$8</td>
<td>Licensing CL CDA</td>
<td>In this course participants will learn about best practices for early childhood programs. Topics include: effective teachers, play versus academics, project approach to curriculum development, art, cooking, the importance of outdoor play, dramatic play, and music.</td>
</tr>
<tr>
<td>Special Needs Course 1</td>
<td>April 4, 11, 18, 25, 2018 4 Wednesdays 6:30-9:00pm</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course participants will learn about working with children with special needs. Topics include introduction to inclusion, understanding disabilities, recognizing children's strengths and needs, and medical special needs.</td>
</tr>
<tr>
<td>Relationship Touchpoints Course 4</td>
<td>April 7, 14, 2018 8:00am-1:00pm 2 Saturdays</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>This course, based on the work of Dr. T. Berry Brazleton, focuses on understanding the developmental “Touchpoints” of the 5-6 year old and supporting the child's development at day care and at home. Instruction will include the “Touchpoints” principles &amp; assumptions that strengthen relationships between providers and parents and the parents and child. This training emphasizes the implementation of reflective practice strategies to enhance current and future child care practices.</td>
</tr>
<tr>
<td>Back to the Basics: Building Blocks for Success</td>
<td>April 9, 2018 6:30-9:00pm 1 Monday</td>
<td>USU CAC Office Logan</td>
<td>$5</td>
<td>Licensing CL CDA</td>
<td>In this course participants will learn how adding blocks to different activity areas can help promote cognitive, social and large motor skills in play. Also, different types of block play will be taught to add creativity to the activity areas.</td>
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### May Training Classes

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<tr>
<td>Learning to Get Along</td>
<td>May 1, 8, 15, 22, 2018 6:30-9:00pm 4 Tuesdays</td>
<td>USU-Ext. 195 West 1100 South Brigham City</td>
<td>$16</td>
<td>Licensing CL CDA</td>
<td>In this course participants learn effective strategies for supporting young children's social and emotional development. Areas of focus include: fostering self-esteem and independence, learning to get along in a group, and behavior guidance.</td>
</tr>
<tr>
<td>Infant/Toddler Course 1</td>
<td>May 1, 8, 15, 22, 2018 6:30-9:00pm 4 Tuesdays</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course participants explore issues to be considered when setting up for infant and toddler care. Areas of focus include: primary caregiving, group size, continuity of care, the physical environment, daily routines, and respectful caregiving.</td>
</tr>
<tr>
<td>School Readiness Course 1</td>
<td>May 2, 9, 16, 23, 2018 6:30-9:00pm 4 Wednesdays</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course, based on Utah’s Early Childhood Core Standards, participants will learn how to effectively and appropriately foster preschooler’s language and early literacy development for school readiness. Areas of focus include: phonological awareness, letter knowledge and concepts of print, early writing, and receptive and expressive language development.</td>
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<tr>
<td>Course Name</td>
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<tr>
<td>Sailing Into Social/Emotional Screening: Ages and Stages SE Questionnaire</td>
<td>June 5, 12, 19, 26, 2018 6:30-9:00pm  4 Tuesdays</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>Please note completion of “Diving into Developmental Screening: ASQ-3” prior to “Sailing into Social Emotional Screening” is highly recommended. In this course participants will learn that the overall well-being of children is directly related to their ability to successfully regulate their emotions and manage their social interactions in ways that are acceptable to themselves and others. They will become familiar with the Social/Emotional component of the Ages and Stages Questionnaire, and learn how they can partner with their local health department to help parents who have concerns about their children’s social and emotional development.</td>
</tr>
<tr>
<td>Guidance &amp; Emotional Wellness Course 1</td>
<td>June 6, 13, 20, 27, 2018 6:30-9:00pm  4 Wednesdays</td>
<td>USU CAC Office Logan</td>
<td>$16</td>
<td>Licensing CL CDA CEU</td>
<td>In this course participants will be introduced to the Guidance and Emotional Wellness Pyramid and the Circle of Security. They will learn about concepts developed by CSEFEL (Center for Social Emotional Foundations for Early Learning). They will learn why healthy caregivers are vital to the support of children’s social/emotional development, and how to be aware of, and care for, their emotional well-being.</td>
</tr>
</tbody>
</table>

### First Aid, CPR and Food Handler’s Training Source

<table>
<thead>
<tr>
<th>Training Source</th>
<th>Classes Offered</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgerland Applied Technology College</td>
<td>CPR/First Aid</td>
<td>Cache- 435-753-6780</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Box Elder- 435-734-0614</td>
</tr>
<tr>
<td>Logan Regional Hospital</td>
<td>CPR/First Aid</td>
<td>435-716-5365</td>
</tr>
<tr>
<td>Corey Wiley of Smithfield Fire Dept.</td>
<td>CPR/First Aid</td>
<td>435-881-3925</td>
</tr>
<tr>
<td>Valerie Thomas</td>
<td>CPR/First Aid</td>
<td>435-512-3564</td>
</tr>
<tr>
<td>Mandy Wurfsten</td>
<td>CPR/First Aid</td>
<td>435-245-0702</td>
</tr>
<tr>
<td>Kirk Petersen</td>
<td>CPR/First Aid</td>
<td>435-563-2357</td>
</tr>
<tr>
<td>Brigham City Community Hospital</td>
<td>CPR/First Aid</td>
<td>435-734-4233</td>
</tr>
<tr>
<td>Cache County Bear River Health Dept.</td>
<td>Food Handler’s</td>
<td>435-792-6570</td>
</tr>
<tr>
<td>Tremonton Bear River Health Dept.</td>
<td>Food Handler’s</td>
<td>435-257-3318</td>
</tr>
<tr>
<td>Brigham City Bear River Health Dept.</td>
<td>Food Handler’s</td>
<td>435-734-0845</td>
</tr>
</tbody>
</table>

### Acronyms for Professional Development System

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>LC</td>
<td>Licensing Credit</td>
<td>Meets the requirements for licensing regulations</td>
</tr>
<tr>
<td>CL</td>
<td>Career Ladder Credit</td>
<td>Meets the requirements for the Career Ladder</td>
</tr>
<tr>
<td>CDA</td>
<td>Child Development Associate Credential Credit</td>
<td>Meets the requirements to qualify for the Child Development Associate Credential (CDA)</td>
</tr>
<tr>
<td>CEU</td>
<td>Continuing Education Units</td>
<td>Meets the requirements for Utah Career Ladder</td>
</tr>
<tr>
<td>College</td>
<td>College Credit</td>
<td>Meets the requirements for college credit from USU</td>
</tr>
</tbody>
</table>
Important Reminder
Registration fees vary in amounts.
For additional information on training amounts and how to register for training courses
visit http://www.careaboutchildcare.usu.edu

Registration and pre-payment is required at least **five (5) business days** in advance of all classes.
Remember: if you have to cancel your registration, as long as you do it at least **three (3) business days** before the first session of class, we can issue you a Training Voucher that you can use for another training class.

**If you do register for a class that is full, you have two options:**
1. If you choose not to register for the class, your payment will be returned to you.

2. If you choose to register for the class, your payment will be accepted and processed and you will be placed on the waiting list. If a spot in the class becomes available, we will contact you. If you are not able to get into the class, then we will issue you a Training Voucher that can be redeemed for a future training. Please note that we have to receive your paper registration form and payment before you can be placed on the waiting list.

Please contact our office with any questions or concerns. 435-797-1552 or (800) 670-1552.

Please allow for weather conditions, traffic, construction and basketball game parking issues when attending training classes.

Please take note of the **Training Code of Conduct** that is in this newsletter.

- Please be on time for classes!

- *If you are not able to arrive on time, then you would need to make up that session of class if you want to use the class for Career Ladder credit.*

- *If you arrive late, you can stay to the class and still receive licensing credit hours.*

**The Code of Conduct will be strictly enforced!**
In July of 2013 we announced a change to the Career Ladder System that will require Early Childhood Professionals to have a Demonstrated Competency by **July 1, 2018**. Here are a few of the frequently asked questions that we have received about this change.

- **What is a Demonstrated Competency?**
  - A Demonstrated Competency (D.C.) is comprised of training, assessment, and an observation. A D.C. indicates that an Early Childhood Professional has taken at least 120 hours of training and is able to put that training into practice. These D.C.s are recognized throughout the state of Utah, belong to the provider not the program, and are portable. Providers who have earned a D.C. can take it with them anywhere they go in licensed care in Utah and have it count.

- **Why are we now being required to get a D.C.?**
  - The Office of Child Care (OCC) manages the Utah Registry for Professional Development (URPD/CCPDI) where the annual Professional Development Incentives come from. The Federal Administration for Children and Families monitors the OCC. The Federal Office has told OCC that every dollar given to providers needs to be tied to quality, and that quality needs to be verified. The new D.C. will fulfill those federal requirements.

- **How can I get a D.C. if I am new to the Career Ladder?**
  - There are pathways that anyone can choose from in order to get a D.C., you can find them on the URPD website at: [https://urpd.usu.edu/](https://urpd.usu.edu/)

- **Is there a cost for a CDA?**
  - Yes, the cost is $425; however, any provider currently working in a licensed child care program is eligible for a scholarship of $425. Visit CCPDI at [https://urpd.usu.edu/](https://urpd.usu.edu/) and click on the Scholarship option.

- **Is there assistance for me if I want to get my CDA and I am not sure how to get started or need some support?**
  - Yes! Each of the local Care About Childcare Agencies have CDA Coaches that can give all kinds of free support. Just contact your local CAC agency. [http://www.careaboutchildcare.usu.edu](http://www.careaboutchildcare.usu.edu)

- **What if I already have a Level 5, 6, 7 or 8 and I earned it before the change?**
  - You may choose any of the pathways listed on the URPD website or you may choose from two additional pathways that are available just for you.
    1. Training that includes the 6 specific classes + observation + portfolio
    2. Training that includes the 6 specific classes + observation + 4 CEU’s from the local Care About Childcare Agencies

- **What are the six specific classes that are needed for some of the options?**
  - 1. Ages & Stages
  - 2. Learning in the Early Years
  - 3. A Great Place for Kids
  - 4. Strong & Smart
  - 5. Learning to Get Along
  - 6. Advanced Child Development

- **Where do I find out more information about what is in the portfolio option?**
  - Visit the URPD website at [https://urpd.usu.edu/](https://urpd.usu.edu/). Go to the Professional Development Tab, the Demonstrated Competencies Tab, and click on this option.

- **Where do I find out what is in an observation and how I can arrange to get an observation?**
  - Visit the URPD website at [https://urpd.usu.edu/](https://urpd.usu.edu/). Go to the Professional Development Tab, the Demonstrated Competencies Tab, and click on Observation Information

- **Is there a cost for an observation?**
  - Yes, the cost is $100; however, scholarships are available through URPD. Simply contact URPD at [https://urpd.usu.edu/](https://urpd.usu.edu/) and click on Scholarship Option.

- **What will happen if I already have a higher level and I don’t want to get a D.C.?**
  - You will retain your Career Ladder Level, but will receive a lower amount for your Professional Development Incentive. If, at any time after the deadline you choose to get a demonstrated competency, your annual professional development Incentive will resume to the higher amount.
Office & Library Hours

Monday - Thursday - 9am to 5pm
and Fridays, 9am to 3pm

Resource Night:
Thursdays 5pm to 8:00pm except in July and December

Please call and make an appointment before coming
during the day so we can make sure someone is
available to help you.

797-1552 or 1-800-670-1552

Ann Austin
Executive Director

Carrie Stott
Director URPD/CAC

Leah Schilling
Director CAC/URPD

Kim Dutson
Program Coach

Stephanie Jensen
Training Coordinator

Janeal Pollock
Referral/Data Specialist, Library Coordinator
& Fingerprint Tech

We can all be reached at:
435-797-1552 or 1-800-670-1552