

# Required Trainings for 2016

## Federal Topics

As part of the CCDF reauthorization, providers and caregivers are required to complete pre-service training on specific topics.

- This training is not required by Child Care Licensing. However, the program is supporting Care About Childcare (CAC) by offering trainings on the topics.
- This training is required for all providers and caregivers who receive funding from the Department of Workforce Services (DWS). This includes child care subsidy payments, grants, and professional development awards.
- For processing purposes, this training must be completed and documentation of completion reviewed by Child Care Licensing by August 31, 2016.
- There is no requirement for the length of the training.
- This training may be completed by:
  - taking a Foundations for Success class from Care About Childcare or
  - completing a Foundations for Success packet from Care About Childcare or
  - taking a 2016 Required Federal Topics Class or a New Provider Class from Child Care Licensing or
  - finding your own resources.
- Time spent on these training topics may be used for training hours.

## Pre-Service Training

- For currently regulated facilities, this training is required for new (hired or began volunteering April 1, 2016 and after) providers, caregivers, employees, and volunteers who count in the ratios.
- This training is required for before a new license, certificate, DWS FFN approval, or license-exempt DWS eligibility approval is issued.
- This training must include all required topics.
- This training must be at least 2-1/2 hours long.
- This training cannot count towards the required annual/on-going training.
- For tracking purpose, there are pre-service training logs available at [childcarelicensing.utah.gov](http://childcarelicensing.utah.gov).

## Annual/On-going Training

- This training is required for all providers, caregivers, and substitutes who count in the ratios.
- This training must include all required topics.
- The minimum number of hours and face-to-face training is determined by the regulation type.
- For tracking purpose, there are annual/on-going training logs available at [childcarelicensing.utah.gov](http://childcarelicensing.utah.gov).