

Announcement

C-24-03



Pennsylvania
Office of Child Development
and Early Learning

Pennsylvania Office of Child Development and Early Learning

Bureau of Certification Services and Bureau of Early Learning Policy and Professional Development

Issue Date: 12/20/2024

Effective Date: 01/01/2025

Expiration Date: N/A

Subject: Updates to Health and Safety Pre-Service Training and Professional Development Requirements

To: DHS Certified Child Care Facilities
Early Learning Resource Centers
Office of Child Development and Early Learning Staff

From:

A handwritten signature in black ink that reads 'Shanté A. Brown'.

Shanté A. Brown
Deputy Secretary, Office of Child Development & Early Learning

PURPOSE

To issue updated Health and Safety Pre-Service Training Requirements for new child care providers and staff hired on or after January 1, 2025, and who have not previously completed an acceptable Health and Safety training.

This replaces Announcements C-22-02 relating to Updates to Health and Safety Training and Professional Development Requirements and C-22-06 relating to Updated Health and Safety Pre-Service and One-Hour Training.

BACKGROUND

Pennsylvania is required to maintain compliance with the Office of Child Care Title § 98.41, relating to health and safety requirements and § 98.42, relating to enforcement of licensing and health and safety requirements.

The Office of Child Development and Early Learning (OCDEL), in conjunction with Better Kid Care (BKC), have made revisions to the existing Health and Safety Training (*Get Started with Center Based Care-Revised 2022/Get Started with Home-Based Care-Revised 2022*). The required Health and Safety Pre-Service training has been broken down into two parts. This change will allow for staff to meet the requirements to care for children unsupervised after the successful completion of one, three-hour course, in addition to Pediatric First Aid and Pediatric Cardiopulmonary Resuscitation (CPR) and Mandated Reporter Trainings. The total hours of the required Health and Safety Pre-Service Training is reduced from ten to six hours with this update.

DISCUSSION

Acceptable Previous Versions of Health and Safety Training

All current child care staff who completed the following required Health and Safety Pre-Service training modules currently meet this training requirement, and will not need to take the new health and safety training identified in this announcement:

- *Get Started with Center-Based Care-Revised 2022/Get Started with Home-Based Care-Revised 2022 (10 hours) dated 10/4/2022 – 3/31/2025*; or
- *Pennsylvania Health and Safety Update 2022 (1 hour), dated 10/4/2022 – 9/30/2024*, and any of the following courses:
 - *Health and Safety Basics: Requirements for Certification (6 hours) dated 9/30/2016 – 6/30/2018.*
 - *Get Started with Center-Based Care: Building Blocks for Quality (10 hours) dated 7/1/2018 – 10/31/2022.*
 - *Get Started with Home-Based Care: Building Blocks for Quality (10 hours) dated 7/1/2018 – 10/31/2022.*

Note: The last day to enroll in *Get Started with Center Based Care-Revised 2022/Get Started with Home Based Care-Revised 2022* will be **December 31, 2024**. After this date, individuals who enrolled in the course prior to the deadline will have until **March 31, 2025**, to complete the course, as it will no longer be available after that date.

Beginning January 1, 2025

Child Care Centers & Group Child Care Homes

Staff of a Child Care Center or a Group Child Care Home and any owner/operator opening a Child Care Center or Group Child Care Home who have not completed an acceptable previous version of Health and Safety Training are required to complete the following health and safety pre-service training courses:

- *PA Required Health and Safety for Centers-Group Child Care Part 1 (Requisitos de Salud y Seguridad para Centros-Grupos de Cuidado Infantil en PA Parte 1)* (3 hours).
- *PA Required Health and Safety for Centers-Group Child Care Part 2 (Requisitos de Salud y Seguridad para Centros-Grupos de Cuidado Infantil en PA Parte 2)* (3 hours).

Family Child Care Homes

Staff of a Family Child Care Home and any owner/operator opening a Family Child Care Home who have not completed an acceptable previous version of Health and Safety Training are required to complete the following pre-service training courses:

- *PA Required Health and Safety for Family Child Care Part 1 (Requisitos de Salud y Seguridad para Cuidado Infantil Familiar en PA Parte 1)* (3 hours).
- *PA Required Health and Safety for Family Child Care Part 2 (Requisitos de Salud y Seguridad para Cuidado Infantil Familiar en PA Parte 2)* (3 hours).

Requirement to care for children unsupervised

The following required health and safety training topics **must** be completed before child care staff can care for children unsupervised. This means child care staff who have not completed health and safety training must be supervised by a trained, qualified child care staff person until untrained staff have obtained training in the following areas:

- *PA Required Health and Safety for Centers-Group Child Care Part 1, or PA Required Health and Safety for Family Child Care Part 1*, which includes the following topics:
 - Safe sleep practices, including risk reduction of Sudden Infant Death Syndrome/Sudden Unexplained Infant Death (SIDS/SUID)

- Prevention and control of infectious diseases (including immunizations)
- Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment and
- Prevention of and response to emergencies due to food and allergic reactions.
- Pediatric First Aid & Pediatric Cardiopulmonary Resuscitation (CPR)
 - Conducted by an approved Pennsylvania Quality Assurance System (PQAS) instructor using an OCDEL recognized curriculum.
 - A complete listing of OCDEL recognized curriculums can be found at [PA Key Approved Pediatric First Aid and Pediatric CPR Providers and Curriculums](#)
 - The [PA PD Registry](#) should be referenced to ensure an instructor is PQAS approved.
 - Select “Find Training” at the top of the page.
 - From the drop down, select “Instructor Directory”.
 - Under the Endorsements field select Pediatric First Aid and Pediatric CPR then select Search Trainers.
 - Results will display at the bottom of the screen.
 - A comprehensive list of PQAS trainers will be displayed.
 - You can narrow down your search by selecting a Training County.
- Recognition and Reporting of Child Abuse and Neglect (Mandated Reporter Training)
 - Refer to [Keep Kids Safe](#) for a list of approved courses.
 - Please refer to the “**Target Audience**” column to determine if appropriate for **child care employees or volunteers**. Acceptable target audiences include:
 - “Mandated and permissive reporters”
 - “All mandated reporters”
 - “Mandated and permissive reporters in Philadelphia County” (applicable only to staff in Philadelphia County)
 - “Educators”
 - “Human Services Professionals”
 - “Early education, childcare, and school-aged care professionals”
 - “Neighbor/relative childcare providers”
 - “Volunteers in childcare programs”
 - “All individuals indicated as mandated reporters, permissive reporters”
 - Mandated Reporter Training must be 3 hours.
 - Please refer to the column labeled “**# of hours.**”

Requirement to complete health and safety training topics within 90 days of hire

PA Required Health and Safety for Centers-Group Child Care Part 2, or PA Required Health and Safety for Family Child Care Part 2, along with the other required health and safety training topics outlined above, **must** be completed within 90 days of hire in addition to Part 1. Part 2 contains the following additional topics:

- Administration of medication, consistent with standards for parental consent;
- Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- Emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5195a(a)(1)) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions;
- Handling and storage of hazardous materials and the appropriate disposal of bio-contaminants; and

- Appropriate precautions in transporting children.

Note: Both parts of *PA Required Health and Safety for Centers-Group Child Care* or *PA Required Health and Safety for Family Child Care* must be completed by applicants who have not completed an acceptable previous version of Health and Safety Training, prior to submitting an application to open a new child care facility.

Professional Development Credit

Health and Safety Trainings (Part 1 and Part 2) or previously completed pre-service training can be used only once toward the annual minimum 12 clock hours.

Pediatric First Aid, Pediatric CPR and Mandated Reported Training can also count towards annual minimum 12 clock hours based on the renewal of the training certificate.

Note: Pre-Service training completed as part of initial application for a Certificate of Compliance may not be counted toward an annual minimum 12 clock hours.

Noncompliance with Health and Safety Requirements

- Citations will be issued under 55 Pa. Code §§ 3270.14/3270.21, 3280.14/3280.20, or 3290.18 in any of the following situations:
 - Staff person working unsupervised without having completed the pre-service training, including mandated reporter training and Pediatric First Aid and CPR.
 - Staff person working unsupervised with expired mandated reporter training; or
 - Staff person working unsupervised with expired Pediatric First Aid and CPR.
- Citations will be issued under 55 Pa. Code §§ 3270.31(f), 3280.31(f), or 3290.31(g) in any of the following situations:
 - Staff person is employed for more than 90 days and has not completed pre-service training, including mandated reporter training and Pediatric First Aid and CPR.
 - Staff person completed Pediatric First Aid and CPR, but the trainer is not PQAS approved; or
 - Staff person completed Pediatric First Aid and CPR in a curriculum that is not PQAS approved.
- Citations will be issued under 55 Pa. Code §§ 3270.31(e)(4)(i), 3280.31(e)(4)(i), or 3290.31(f)(4)(i) in the following situation:
 - Staff person has expired Pediatric First Aid and CPR.
- Citations will be issued under 55 Pa. Code §§ 3270.32(a), 3280.32(a), or 3290.32(a) in any of the following situations:
 - Staff person has been employed more than 90 days and has not completed mandated reporter training; or
 - Staff person has expired mandated reporter training.

NEXT STEPS

DHS Certified Child Care providers must:

1. Read this Announcement.
2. Develop, communicate, and implement policies and procedures to adhere to regulations regarding professional development in health and safety topics.
3. Ensure all staff have completed and documented pre-service trainings within 90 days of employment and prior to caring for children unsupervised.
4. Ensure all staff have completed and documented updated Pediatric First Aid and CPR training and Mandated Reporter training prior to expiration.

5. For all staff, appropriate documentation and verification of pre-service and ongoing professional development training of all child care staff is retained in the facility person's file or maintained in an electronic PD Registry.