



**Day Care Council
of New York**

Educated Children Are Our Future

EARLY CHILDHOOD TRAINING INSTITUTE

TRAINING CATALOG

SUMMER 2021

Professional Development Trainings
for Child Care Providers

What's at DCCNY?

Virtual Learning Cafes for Family Child Care Providers!

Adverse Childhood Experiences (ACES) Training

FCC Business Training and more!

FOR FAMILY & GROUP FAMILY_CHILD CARE PROVIDERS

Our Early Care and Education Training Institute offers many opportunities for providers to complete required OCFS training topics. In addition, we offer weekly individualized virtual technical assistance and coaching sessions. For more information call a provider specialist at 212-206-7818 to discuss your individual training needs or email us at: registration@dccnyinc.org

The following trainings are available to you:

- ACES Adverse Childhood Experiences (3.0 hrs.)
- Mandated Reporter (3.0 hrs.)
- Infectious Disease Control (3.0 hrs.)
- Emergency Preparedness (3.0 hrs.)
- Managing Children's Behavior (3.0 hrs.)
- Developing Language Skills (3.0 hrs.)
- Program Operations (3.0 hrs.)
- Infant and Toddler Development (3.0 hrs.)
- Preschool Development (3.0 hrs.)
- Curriculum and Lesson Planning (3.0 hrs.)
- Social Emotional Development (3.0 hrs.)
- Fine and Gross Motor Development (3.0 hrs.)
- Positive Discipline (3.0 hrs.)
- Classroom Management (3.0 hrs.)



About Us

The Day Care Council of New York is a diverse membership organization of child care and family service providers, consumers and advocates. The Council's mission is to seek support for and assist in the development of quality child and family care services. The organization works with its members to maintain high standards of child developmental, educational and social services.

Our **Early Childhood Training Institute** offers an array of professional development opportunities for potential and current child care providers and center-based staff. The core of our trainings are basic and mandated trainings, such as Red Cross CPR/First Aid, SUNY Health and Safety Training, Emergency Medication Administration, Emergency Preparedness, Family Child Care Business Management, Infectious Disease Control, and a variety of infant and toddler and child development topics.

Take a look at our professional development opportunities, and if you have any questions, please feel free to contact us. Our experienced team of provider specialists can assist you in choosing trainings that are relevant and appropriate for you and your staff, and develop a training plan to better meet your needs.

To learn more about the Day Care Council's programs and initiatives, visit our website at www.dccnyinc.org or register directly at registration@dccnyinc.org

Contact Information and Directions

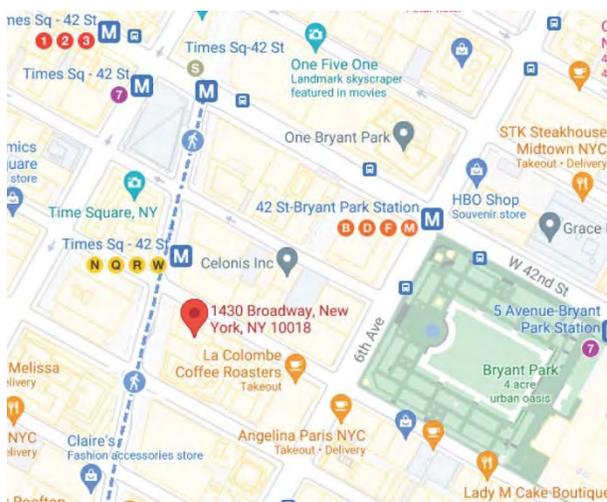
DAY CARE COUNCIL OF NEW YORK, INC.

1430 Broadway, Suite 404
New York, NY 10018

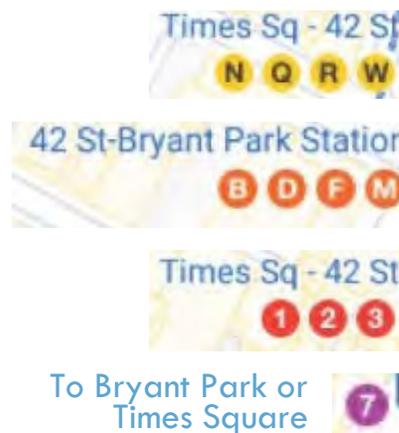
Off the corner of 40th Street and Broadway, near the Duane Reade

PHONE: 212-206-7818 **FAX:** 212-206-7836 **EMAIL:** info@dccnyinc.org **WEB:** www.dccnyinc.org

HOURS: Monday – Friday, 8:30 a.m. – 5:00 p.m.



By Train:



Google Maps

Summer 2021 Trainings

Adult and Pediatric CPR & First Aid

Mondays; 9:00 am – 5:00 pm
July 19, 2021
August 16, 2021
September 20, 2021
October 4, 2021

Health & Safety for Family & Group Family Providers

M/T/Th; 9:00 am – 5:00 pm
July 12-13-15, 2021
September 27-28-30, 2021

Saturdays; 9:00 am – 5:30 pm
July 10 & July 17, 2021
August 7 & August 14, 2021

Health and Safety Best Practices for Home-Based Family Child Care Providers- **Online**

Thursdays; 5:00 pm – 7:00 pm
July 22, 2021
September 16, 2021

ACES Training

Tuesday, 10:00 am – 1:00 pm
September 14, 2021

MAT Training

***Call for Training Dates**

Overview of FCCERS - Environmental Rating Scales and How it Supports the Quality of your Program

Online

Wednesdays, 10:00 am – 12:00 pm
July 7, 2021
August 4, 2021
September 15, 2021

Boosting your Child Care Enrollment **Online**

Mondays; 5:00 pm – 7:00 pm
July 26, 2021
August 9, 2021

Managing Childhood Stress Through Covid-19 **Online**

Thursday; 5:00 p.m. - 7:00 p.m.
August 19, 2021

Becoming a Family Child Care Provider

Thursdays; 9:00 am – 1:00 pm
August 5, 2021
September 9, 2021

Family Child Care Business Training

Wed and Thurs; 10:00 am – 1:00 pm
July 28 & 29, 2021
August 11 & 12, 2021

Table of Contents

About Us/ Directions	1
NYS OCFS, Core Body of Knowledge and CDA Content Areas	4
Professional Development: 30-hr Training Package	5
Services of the Day Care Council	11
General Tips and Registration Information	12
Registration Form	13

Safety & Security Procedures

Adult and Pediatric CPR & First Aid	6
Health & Safety for Family and Group Family Providers	6
Infectious Disease Control (Fall 2021)	7
Emergency Preparedness (Fall 2021)	7
Medication Administration Training (MAT)	7
COVID 19: Understanding and Preventing Cross-contamination (Fall 2021)	7
Adverse Childhood Experiences (ACE's)	8

Program Development & Coaching

Health and Safety Best Practices for Home-Based Child Care Programs	8
Boosting your Child Care Enrollment	8
Managing Childhood Stress Through Covid-19	9
Overview of the Family Child Care Environmental Rating Scales (FCCERS)	9

Business and Management

Becoming a Family Child Care Provider	10
Family Child Care Business Training	10

The OCFS Content Areas (OCFS), the Core Body of Knowledge Core Competency Areas (Core) and the Child Development Associate Competency Goals (CDA) have been included with each training description in this catalog as follows:

NYS Office of Children and Family Services Content Areas (OCFS)

The NYS Office of Children and Family Services (OCFS) outline nine content areas that trainings must incorporate to qualify for the 15 & 30 hour training requirements.

1. Principles of early childhood development
2. Nutrition and health needs of children
3. Child day care program development
4. Safety and security procedures
5. Business record maintenance and management
6. Child abuse and maltreatment identification and prevention
7. Laws and regulations pertaining to child day care
8. Laws and regulations pertaining to child abuse and maltreatment
9. Prevention of Shaken Baby Syndrome

For more information, please visit ocfs.ny.gov

NYS Core Body of Knowledge (Core)

The Core Body of Knowledge, New York State's Core Competencies for Early Childhood Educators was written for professionals who work directly with young children and is published by NYC Early Childhood Professional Development Institute.

1. Child Growth and Development
2. Family and Community Relations
3. Observation and Assessment
4. Environment and Curriculum
5. Health, Safety, and Nutrition
6. Professionalism and Leadership
7. Administration and Management

For more information, please visit <http://www.earlychildhood.org/>

Child Development Associate Competency Standards and Functional Areas (CDA)

The CDA Competency Standards are the national standards used to evaluate a caregiver's performance with children and families during the CDA assessment process. The Competency Standards are divided into six Competency Goals, which are statements of a general purpose or goal for caregiver behavior. The Competency Goals apply to all child care settings.

1. To establish and maintain a safe, healthy learning environment
2. To advance physical and intellectual competence
3. To support social and emotional development and to provide positive guidance
4. To establish positive and productive relationships with families
5. To ensure a well-run, purposeful program responsive to participant needs
6. To maintain a commitment to professionalism

For more information, please visit <http://www.cdacouncil.org/>

Professional Development – 30 hrs. Training Courses

NYC and NYS Regulations require Family Child Care Providers, Group Family Child Care Providers, Group Family Child Care Assistants, and Center Based Staff to complete a minimum of 30 hours of training every two years that incorporates all nine OCFS content areas (see page 4).

The 30 hours of training can consist of *any* combination of classes as long as the *total* 30 hours has all 9 OCFS content area represented in some fashion.

Below is a sample of a 30-hr training package. If you have any questions about planning your courses, please call us to speak with a provider specialist. ***See the catalog for full course descriptions and information.***

Sample

1. Health and Safety (15hrs) (OCFS: 2, 4, 5, 6, 7, 8, 9,)
2. Family Child Care Business Training (6hrs) (OCFS: 3, 4, 5, 7)
3. Infection Control Procedures (3hrs) (OCFS: 1, 3)
4. COVID 19 Understanding Cross-Contamination (3hrs) (OCFS: 1, 3)
5. Overview of the Family Child Care Environmental Rating Scales (2.5hrs) (OCFS: 1, 3)
6. Supporting Providers and Families through COVID 19 (2.0 hrs.) (OCFS: 1,3)



Health and Safety Training at the Day Care Council of New York

Safety and Security Procedures



➤ Adult and Pediatric CPR & First Aid

(OCFS: 1, 2, 3, 4; Core: 5, 7 CDA: 1, 2, 6)

This training will prepare all caregivers with the basic knowledge and skills in CPR and First Aid. Participants will learn to recognize an emergency and provide care for infants and children until authorized medical personnel arrive.

Both American Red Cross CPR certification and Infant & Child First Aid certification are valid for 2 years.

COST: \$150 (\$75 for Day Care Council Members and J. C. Hall Network)

TIME: 9:00 a.m. – 5:00 p.m.

DATES: Mondays

July 19, 2021

August 16, 2021

September 20, 2021

October 4, 2021

➤ Health and Safety for Family & Group Family Providers

(OCFS: 2, 3, 4, 6, 7, 8, 9; Core: 5, 7; CDA: 1, 2, 4, 5, 6)

The Health and Safety training series is required for anyone wishing to become registered or licensed as a home-based Family or Group Family Child Care Provider in New York State. The Day Care Council also highly recommends all providers re-take this class every 4 years as part of their 30hour training. The series will cover the Office of Children and Family Services (OCFS) training modules such as proper diapering, sanitizing, child care safety, and nutrition. Grants are available for currently licensed providers through the SUNY EIP Program. To apply for a grant visit <https://www.ecetp.pdp.albany.edu/apply.aspx>

COST: \$250

TIMES: 9:00 a.m. – 5:00 p.m. M/T/TH;

DATES:

3-DAY SERIES WEEKDAYS - M/T/TH

July 12, 13 and 15, 2021

September 27, 28 and 30, 2021

OR 2-SATURDAYS SERIES 9:00 a.m. – 5:30 p.m.

July 10 and 17, 2021

August 7 and 14, 2021

➤ Infectious Disease Control

(OCFS: 2, 3, 7; Core: 5, 7; CDA: 1, 5, 6)

Understand how to prevent, recognize, and manage infectious diseases in child care settings. Participants will learn to apply infection control procedures as per the state and national guidelines for hand-washing, diaper-changing, and many other health issues that are exclusive to early care.

COST: \$50 (\$35 for Day Care Council Members and J. C. Hall Network)

TIME: 10:00 a.m. - 1:00 p.m.

DATES: Offered in Fall 2021



➤ Emergency Preparedness

(OCFS: 2, 3, 7; Core: 5; CDA: 1, 5, 6)

The purpose of this training is to strengthen participants' understanding and recognition of allergies, anaphylaxis, asthma and other serious medical conditions. Sharpen participants' emergency response to medical emergencies and increase their confidence and skills in emergency medication administration.

COST: \$50 (\$35 for Day Care Council Members and J. C. Hall Network)

TIME: 10:00 a.m. - 1:00 p.m.

DATES: Offered in Fall 2021

➤ Medication Administration Training (MAT)

(OCFS: 1, 2, 3, 4; Core: 5, 7; CDA: 1, 5, 6)

This training is required for child care providers to administer medication to children in their programs. Participants will learn and practice how to administer medications properly and how to record when medications are given. Please have your program license or permit number with you.

A **\$100 rebate** is available from MAT/SUNY upon successful completion of the MAT training. For more information on this rebate, log on to www.pdp.albany.edu.

COST: \$250

TIME: 9:00 a.m. - 6:00 p.m.

DATES: Call for Summer Dates



➤ COVID 19: Understanding and Preventing Cross-contamination

(OCFS: 2, 3, 7; Core: 5, 7; CDA: 1, 5, 6)

DCCNY's Healthcare Consultant will give an overview of COVID-19 modes of transmission, education about cross contamination, preventive strategies, program policies, and maintaining good health. This is a 3.0 hour webinar. Participants will receive 0.3 CEU's. Training Grants are available on a first-come first served basis. To inquire please call 212-206-7818 or email us at registration@dccnyinc.org

COST: \$250 (Training grants are available for this training)

TIME: 2:00 p.m. - 5:00 p.m.

DATE: Offered in Fall 2021

➤ Adverse Childhood Experiences (ACE's)

(OCFS: 10)

This training aims to broaden the participant's understanding of ACE's and their impact on young children, their families, and the field of early childhood education. The 101-level ACE training for providers is the first in a series designed to broaden the awareness of the effects of ACE's on children. In later training, providers will apply this knowledge and gain practical strategies for trauma informed practice in early childhood education and care.

COST: \$50 (\$35 for Day Care Council Members and J. C. Hall Network)

TIME: 10:00 a.m. – 1:00 p.m.

DATE: Tuesday, September 14, 2021

Program Development & Coaching

Virtual Learning Cafes

➤ Health and Safety Best Practices for Home-Based Family Child Care Providers

(OCFS: 2, 4; Core: 5; CDA: 1, 5)

DCCNY's approved health and safety trainers will host interactive virtual sessions on health and safety best practices for home-based family child care providers, overview infection control procedures to keep yourself and children healthy, and review health care plan policies, and important health and safety checklists that can be implemented in your family child care program. This session is available free of charge for currently licensed family or group family child care providers.

COST: FREE

TIME: 5:00 p.m. – 7:00 p.m.

DATES: Thursdays:

July 22, 2021

September 16, 2021

➤ Boosting your Child Care Enrollment

(OCFS: 5; Core: 2; CDA: 1, 6)

This interactive virtual session is available to any licensed home-based child care provider interested in identifying strategies and resources to market their business and increase enrollment.

COST: FREE

TIME: 5:00 p.m. – 7:00 p.m.

DATE: Mondays:

July 26, 2021

August 9, 2021

➤ **Managing Childhood Stress through COVID-19**

(OCFS: 3; Core: 2; CDA: 1, 2, 3, 4, 5, 6)

In this interactive virtual session, we will discuss strategies for supporting families, providers and children coping with the COVID-19 pandemic, identifying resources in NYC, and guidelines for re-opening your family child care program. This session is offered free of charge for currently licensed family or group family child care providers.

COST: FREE

TIME: 5:00 p.m. – 7:00 p.m.

**DATE: Thursday:
August 19, 2021**

➤ **Overview of the Family Child Care Environmental Rating Scales (FCCERS)**

(OCFS: 3; Core: 4; CDA: 1, 2, 5)

In this overview to the Family Child Care Environmental Rating Scales (FCCERS) participants will learn how to use and implement the Family Child Care Environmental Rating Scale to create a responsive child care environment. Participants will learn creative ways to arrange the learning space and set up interest learning areas or activity centers according to FCCERS and DOE guidelines. This session is offered to any licensed family or group family child care provider with a valid license number.

COST: FREE

TIME: 10:00 a.m.-12:00 p.m.

**DATES: Wednesdays:
July 7, 2021
August 4, 2021
September 15, 2021**



Business and Management

➤ Becoming a Family Child Care Provider

Do you love spending time with children? Have you thought of becoming a child care provider? Do you have questions on operating a child care business in your home? Join us for an informal session and refreshments to answer your questions and guide you through the process by learning about the steps to follow to become a NYS registered Family Child Care Provider or a licensed Group Family Child Care Provider.

COST: \$30

TIME: 9:00 a.m. – 1:00 p.m.

DATES: Thursdays:

August 5, 2021

September 9, 2021

➤ Family Child Care Business Training

(OCFS: 4, 5, 7; Core: 6, 7; CDA: 1, 6)

This 6-hour workshop is an overview of the fundamental topics that must be addressed to run a successful home-based child care business. The day-long session will walk participants through some examples of practices and procedures that are useful for a small business, and also provide attendees with tools and resources that will prove useful today and years to come. Topics include business structure and requirements, financial management, limiting risk, and documentation and recordkeeping.

COST: FREE [Usually \$250 (\$125 for J. C. Hall Network members)]

TIME: 10:00 a.m. – 1:00 p.m.

DATES: 2-Day Training, Wednesday and Thursday:

July 28 & 29, 2021

August 11 & 12 2021



SERVICES OF THE DAY CARE COUNCIL

HEALTH CARE CONSULTANT

The Day Care Council of New York heads efforts to assist child care settings in implementing NY State's Medication Regulations. Any licensed/regulated child care setting that chooses to administer medications to children must have staff with the appropriate training, including MAT (Medication Administration Training). Each of these child care settings must also have a Health Care Plan approved by a Health Care Consultant (MD, RN, NP or PA). To assist with your Health Care Plan and other questions, please contact 212-206-7818.

CHILD CARE PROVIDER SPECIALISTS

The Child Care Provider Specialists are professionals that can be consulted by telephone and free of charge. In addition, they conduct site visits to child care settings. These are some of the many services that they can help you with: technical assistance, information on quality child care best practices, information on the regulations and requirements of Articles 47, 416 and 417 of the Office of Children and Family Services (OCFS) and Department of Health and Mental Hygiene (DOHMH), and the Environmental Rating Scales (ITERS, ECERS and FCCERS).

INFANT & TODDLER SPECIALIST

I-Ling Tsai and Vanessa Torres are the Day Care Council of New York, Inc.'s Infant/Toddler Specialists. Our Infant/Toddler Program was established to emphasize the unique needs of very young children. The Infant/Toddler Program offers trainings specializing in topics for very young children, technical assistance for child care providers, one-on-one mentoring and guidance, as well as tips and answers to questions and concerns pertaining to infants and toddlers. Please contact

I-Ling Tsai at 212-206-7818 x2116 or i-lingtsai@dccnyinc.org , or **Vanessa Torres** at extension x2129 or vtorres@dccnyinc.org for more information.

EARLY CHILDHOOD EMPLOYMENT PARTNERSHIP

The Early Childhood Employment Partnership is focused on helping displaced child care workers find new job opportunities in both the public and private sector. We offer individual career counseling, training and job placement forums. Our comprehensive employment website where qualified professionals can be matched with available vacancies can be found at www.dccnyinc.org. For more information, please contact **Gregory Brender** at 212-206-7818 x2114 or gbrender@dccnyinc.org

CHILD & ADULT CARE FOOD PROGRAM (CACFP)

The Council's J.C. Hall, Jr. Family Child Care Network offers the federally funded Child and Adult Care Food Program (CACFP) for Family Providers and Group Family Providers in Queens, NY. For more information on the food program, please contact **Keishla Hornsby** at 212-262-2215 at our office at York College or **Karen McCray** at 718-262-2872 and khornsby@york.cuny.edu . For CACFP information with other agencies, please call 1-800-522-5006.

LEARNING ENVIRONMENT & BUSINESS QUALITY IMPROVEMENT GRANTS

The Day Care Council offers quality improvement grants for eligible providers and business training grants for newly licensed family and group family child care providers. To find out if you are eligible please call our provider specialists at **212-206-7818**.

GENERAL TIPS AND REGISTRATION INFORMATION

- ★ Registration is accepted on a **first-come**, first-served basis. To make sure you have a spot, register as soon as possible!
- ★ **Certificates** will be mailed to each participant upon completion of workshop.
- ★ Please remember that these courses are about children, but are not *for* children. **Children will not be allowed in training sessions.**
- ★ **Registration form** and payment is required for all sessions. Registrations will be canceled for declined transactions. An email confirmation will be sent upon receipt and processing of payment.
- ★ There are no refunds for training registration unless the session is canceled by Day Care Council.
- ★ Attendees more than 10 minutes late may be denied entrance to training session or denied a certificate of completion.
- ★ For more information on our **Online Training** options, please visit the **Training Calendar** page on our website at www.dccnyinc.org. **NOTE:** These workshops are not conducted by DCCNY staff.
- ★ All trainings offered through Day Care Council adhere to the **NYS Office of Children & Family Services Components** as well as the Core Body of Knowledge and CDA Goals as indicated. The components included for trainings are listed underneath each course description.
- ★ Free **SUNY Videoconference Trainings:** To register or receive a training booklet, please call SUNY at 1- 800-295-9616. Trainings are generally from 6:45 pm – 9:15 pm and space is limited.
- ★ Educational Incentive Program – **EIP** –Scholarships: Most providers and staff are eligible for EIP scholarships in amounts up to \$2,000 per year to pay for quality training. An application and information can be obtained at <http://ecetp.pdp.albany.edu/> or by calling SUNY at 1-800-295-9616

TO REGISTER BY:



CREDIT CARD: You can download a registration form from our website at www.dccnyinc.org. Fax or **Email** completed registration form to 212-206-7836 or registration@dccnyinc.org. You can also **call us** at 212-206-7818 to register over the phone.

CHECK or MONEY ORDER: **Mail** your check or money order (**please do not send cash**) made out to Day Care Council of New York, Inc., **along** with your complete registration form to:

Day Care Council of New York, Inc.
1430 Broadway Suite 404
New York, NY 10018
Attn: Sofia Lopez, Director, Child Care Division



Training Opportunities Registration Form/Hoja de Registro



Full Name/Nombre y Apellido: _____

Home Address/Dirección: _____

Apartment/Apartamento #: _____ Borough/Condado: _____ Zip Code/Código Postal: _____

Home Phone/Teléfonos: _____ Cell Phone: _____

Email/Correo electrónico: _____

Professional Setting/Tipo de Programa

Day Care Center Family Child Care Group Family Child Care Legally Exempt Other

Program Name/Nombre del Programa: _____

Program Address/Dirección del Programa: _____

Program License or Registration Number/Número de Licencia o Registro: _____

Day time telephone/Teléfono del Programa: _____ Fax: _____

Email/Correo electrónico: _____

Training Title/Entrenamiento	Date of Training/Fecha	Fee/Costo
TOTAL		

MasterCard Visa Discover American Express

Name on card/Nombre en Tarjeta: _____

Card number/Número de Tarjeta: _____

Expiration Date/ Fecha de Expiración: _____

Signature on card/Firma: _____

Mail this form with CHECK or MONEY ORDER to the address below, or for credit card orders fax to 212-206-7836 or email registration@dccnyinc.org

Complete y envíe esta Hoja de Registro con su CHEQUE o MONEY ORDER al:

**Day Care Council of New York, Inc.
1430 Broadway, Suite 404
New York, NY 10018
Attn: Sofia Lopez, Director Child Care Division**

If you need assistance or would like to use an EIP award letter, call us from Mon to Fri, 9am - 5pm to complete your registration./Si necesita ayuda o desea utilizar una beca del EIP, llámenos de lunes a viernes de 9am - 5pm para completar su registro.

An email confirmation will be sent upon receipt and processing of payment.

Please note that refunds or rescheduling will not be offered unless the Day Care Council cancels the workshop. Attendees more than 10 minutes late may be denied entrance to training session or denied a certificate of completion.

*Usted recibirá un correo electrónico cuando el proceso de registro sea completado con su pago.
Su dinero será devuelto únicamente si el Day Care Council tuviera que cancelar algún entrenamiento.
No se permitirá la entrada 10 minutos después de comenzada la clase.*

6/2021