



Educated Children Are Our Future

EARLY CHILDHOOD TRAINING INSTITUTE

TRAINING CATALOG

SPRING 2023

Professional Development Trainings for Child Care Providers



Child Care Assistant Apprenticeship Program (CAAP)

Caring Spaces Endorsement Curriculum

Child Care Business Sustainability & Business Operations

Education Debt Counseling

DCCNY offers customized training for child care programs and FCC networks in:

Adverse Childhood Experiences (ACES) (3.0 hrs.) High Quality Environments (3.0 hrs.)

Child Abuse and Maltreatment (CAM) (3.0 hrs.)

Realistic Sharing Expectations (3.0 hrs.)

Infectious Disease Control (3.0 hrs.)

Caring Spaces Curriculum (3.0 hrs.)

Emergency Preparedness (3.0 hrs.) Social Emotional Development (3.0 hrs.)

Managing Children's Behavior (3.0 hrs.)

Healthy Sexual Development (3.0 hrs.)

Developing Language Skills (3.0 hrs.)

Developmental Milestones (3.0 hrs.)

Program Operations (3.0 hrs.) Infant Feeding Best Practices (3.0 hrs.)

Our Early Care and Education Training Institute offers many opportunities for providers to complete the required OCFS training topics. We offer individualized technical assistance via zoom, in-person, and on-site training sessions. For more information call a provider specialist at 212-206-7818 or email us at:

registration@dccnyinc.org

Provider Resource Days

- ★ April 1st—Child Abuse and Maltreatment Awareness & Resiliency: How protective factors mitigate the impact of abuse on children and evaluate their resiliency to prevent them from unintentionally causing trauma to children in their program (via Zoom)
- ★ April 22nd—Sue Kowaleski from Eco-Healthy Child Care will host a session on creating an eco-friendly environment free of environmental hazards (via Zoom)
- ★ May 6, 2023—The NYC Child Care Resource and Referral Consortium will host a Child Care Appreciation Event In-person (Location TBD) 9 am-3 pm.

Please call us at 212-206-7818 to speak with a Provider Specialist for information about the events and registration. Hope to see you there!

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 training is basic and mandated trainings such as Red Cross CPR/First Aid, SUNY Health and Safety Training, Medication Administration Training, 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

Between 39th & 40th Streets

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.

Spring 2023 Trainings-at-a-Glance

Adult and Pediatric CPR & First Aid

Fridays; 9:00 am – 5:00 pm March 17, 2023 April 14, 2023 May 19, 2023

Medication Administration Training (MAT)

9:00 am – 5:00 pm Sunday, March 12, 2023 Friday, March 24, 2023 Sunday, April 23, 2023 Wednesday, May 10, 2023 Sunday, May 21, 2023 Sunday, June 4, 2023

Caring Spaces Endorsement Curriculum Online

5:00 pm– 8:00 pm Thursday, March 9, 2023 Tuesday, April 4, 2023

Becoming a Family Child Care Provider

Online

Wednesdays; 9:00 am – 1:00 pm March 8, 2023 May 3, 2023 June 7, 2023

Health & Safety for Family & Group Family Providers

M/T/Th; 9:00 am – 5:00 pm March 13-14-16, 2023 April 10-11-13, 20223 May 15-16-18, 2023

Health and Safety (En Español)

miércoles/viernes/sábado; 9:00 am – 5:00 pm 26-28-29 de abril, 2023

Adverse Childhood Experiences (ACES)

Saturday; 9:00 am – 12:00 pm March 11, 2023

Realistic Sharing Expectations for Infants and Toddlers Online

Thursday; 9:00 am – 12:00 pm April 13, 2023

Family Child Care Business Training Online/In-Person

10:00 am – 1:00 pm Tues/Wed, March 21 & 22, 2023 Tues/Wed, April 11 & 12, 2023 Wed/Thu, May 17 & 18, 2023

Family Child Care Business Training (En Español)

Online

sábado; 10:00 am – 4:00 pm 25 de marzo, 2023 15 de abril, 2023 20 de mayo, 2023

Infection Control Procedures Online

Wednesday; 5:00 pm – 8:00 pm March 29, 2023

Allergy Awareness & Elijah's Law Online

Wednesday; 5:00 pm – 8:00 pm May 24, 2023

Child Abuse & Maltreatment Prevention and Awareness (CAM) Online

Wednesday; 5:00 pm – 8:00 pm May 31, 2023

Developmental Milestones: How to Support Healthy Development Online

9:00 am – 12:00 pm Contact Us for Next Available Dates

Child Care Business Sustainability Training I and II

Online/In-Person

Tuesday & Wednesday; 10:00 am – 1:00 pm March 28 &29, 2023 April 18 & 19, 2023

Boosting Child Care Enrollment Online

Wednesday; 5:00 pm – 8:00 pm May 3, 2023

Education Debt Webinar Online

Mondays; 5:30 pm—7:00 pm April 17, 2023 May 22, 2023 June 26, 2023

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
Child Care Assistant Apprenticeship Program (CAAP)	Back Cover
Safety & Security Procedures	
Adult and Pediatric CPR & First Aid	6
Health & Safety for Family and Group Family Providers	6
Medication Administration Training (MAT)	6
Infection Control Procedures	7
Allergy Awareness & Elijah's Law	7
Adverse Childhood Experiences Training (ACES)	7
Child Abuse & Maltreatment Prevention and Awareness (CAM)	7
Child Care Program Development	
Caring Spaces Endorsement Curriculum	8
Realistic Sharing Expectations for Infants and Toddlers	8
Developmental Milestones: How to Support Healthy Development	8
Child Care Business Operations and Management	
Becoming a Family Child Care Provider	9
Family Child Care Business Training	9
Child Care Business Sustainability Training PART I and PART II	10
Boosting Child Care Enrollment	10
Family and Staff	
Education Debt Webinar	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 ten 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. Shaken baby Syndrome
- 10. Adverse Childhood Experiences

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 <u>sample</u> 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 (2hrs) (OCFS: 1, 3)
- 4. Allergy Awareness & Elijah's Law (2hrs) (OCFS: 2, 3,7)
- 5. Caring Spaces (3hrs) (OCFS: 1, 3,4)
- 6. Adverse Childhood Experiences (3hrs) (OCFS:10)





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 ch 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: Fridays; March 17, 2023

April 14, 2023

May 19, 2023

Health and Safety for Family & Group Family Providers

(OCFS: 1, 2, 3, 4; Core: 5, 7; CDA: 1, 2, 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 trough the SUNY EIP Program.

To apply for a grant visit https://www.ecetp.pdp.albany.edu/apply.aspx

COST: \$300

TIMES: 9:00 a.m. - 5:00 p.m.

DATES: 3-DAY SERIES WEEKDAYS - M/T/TH

March 13-14-16, 2023

April 10-11-13, 2023

May 15-16-18, 2023

En Español - miércoles/viernes/sábado

April 26-28-29, 2023

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 **\$240 scholarship** is available from MAT/SUNY upon successful completion of the MAT training. For more information on this scholarship, log on to https://www.ecetp.pdp.albany.edu/index.aspx

COST: \$250

TIME: 9:00 a.m. - 5:00 p.m.

DATES:

Sunday, March 12, 2023 Wednesday, May 10, 2023

Friday, March 24, 2023 Sunday, May 21, 2023 Sunday, April 23, 2023 Sunday, June 4, 2023



> Infection Control Procedures

(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, diaperchanging, 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: 5:00 p.m. -8:00 p.m.

DATES: Wednesday, March 29, 2023 - Online

Allergy Awareness & Elijah's Law

(OCFS: 2, 3, 7; Core: 5; C DA: 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: 5:00 p.m. - 8:00 p.m.

DATES: Wednesday, May 24, 2023 - Online

Adverse Childhood Experiences (ACES)

(OCFS: 10)

This training aims to broaden the participant's understanding of ACES'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 ACES 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)

TIMES: 9:00 a.m.-12:00 p.m.

DATE: Saturday, March 11, 2023 - Online

Child Abuse & Maltreatment Prevention and Awareness (CAM)

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

In this interactive virtual session, we will discuss the indicators of child abuse, maltreatment and neglect, and the responsibilities of mandated reporters.

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

TIME: 5:00 p.m. – 8:00 p.m.

DATE: Wednesday, May 31, 2023 - Online

Child Care Program Development

Caring Spaces Curriculum

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

Caring Spaces is a three-tiered approach to measuring quality in infant and toddler environments. It evaluates the child care provider's ability to offer an open and exploratory environment, responsive caregiving, and age-appropriate materials and experiences. It can be used as both a self-assessment tool as well as a guided Endorsement process in partnership with an Infant Toddler Specialist.

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

TIME: 5:00 p.m. - 8:00 p.m. - Online
DATES: Thursday, March 9, 2023
Tuesday, April 4, 2023

Realistic Sharing Expectations for Infants and Toddlers

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

This training provides participants with knowledge of developmentally appropriate sharing expectations from ages birth-36 months. We will discuss strategies for navigating challenging behaviors by modeling and encouraging cooperative play, while also providing children with strategies to become successful in navigating peer relations.

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

TIME: 9:00 a.m. - 12:00 p.m. - Online

DATES: April 13, 2023

Developmental Milestones: How to Support Healthy Development

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

In this interactive virtual session, we will discuss Infant and Toddler developmental milestones and strategies for supporting children's healthy social and physical development.

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

TIME: 9:00 a.m. – 12:00 p.m. - Online

DATE: Contact us for next available dates.

Child Care Business Operations and Management

Becoming a Family Child Care Provider

Do you love working with children? Have you thought of becoming a child care provider? Join us for an orientation session to learn about the steps to become a NYS registered Family Child Care Provider or a licensed Group Family Child Care Provider, and the resources available to open your business.

COST: FREE

TIME: 9:00 a.m. - 1:00 p.m. - Online

DATES: Wednesdays;

March 8, 2023 May 3, 2023 June 7, 2023

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: \$250 (Scholarships available on a first-come first-served basis)

TIME: 5:00 p.m. - 8:00 p.m. - Online/In Person

DATES: 2-Day Training;

Tuesday/Wednesday, March 21 & 22, 2023 Tuesday/Wednesday, April 11 & 12, 2023 Wednesday/Thursday, May 17 & 18, 2023

En Español- Online

sábado; 10:00 am - 4:00 pm

25 de marzo, 202315 de abril, 202320 de mayo, 2023

Child Care Program Sustainability Series

Child Care Program Sustainability Training- Part I

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

This 3.0-hour training for child care program owners will cover the components of your child care program sustainability plan. Assessing current financial standing and identifying short-term and long-term financial goals.

COST: FREE

TIME: 10:00 a.m. - 1:00 p.m. - Online/In Person

DATES: Tuesdays;

March 28, 2023 April 18, 2023

Child Care Program Sustainability Training- Part II

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

This 3.0-hour training for child care program owners will cover the components of your child care program sustainability plan. Assessing current financial standing and identifying short-term and long-term financial goals. This course is Part II of this series.

COST: FREE

TIME: 10:00 a.m. - 1:00 p.m. - Online/In Person

DATES: Wednesdays March 29, 2023

April 19, 2023

Boosting Child Care Enrollment

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

This training will cover the components of your child care program sustainability plan, marketing and boosting child care enrollment.

COST: FREE

TIME: 5:00 p.m. - 8:00 p.m. - Online DATE: Wednesday, May 3, 2023

Family and Staff

Education Debt Webinar

This webinar aims to give an overview of the current and changing landscape of student debt, as well as the foundational aspects that often makes student loans hard to understand. Topics include understanding your loans, repayment plan options, debt relief programs and discharge opportunities, and resolving delinquency and default. In-depth one-on-one counseling is also available in both English and Spanish.

COST: FREE

TIME: 5:30 p.m. - 7:00 p.m. - Online

DATES: Wednesdays; April 17, 2023 May 22, 2023 June 26, 2023

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 ext. 2120.

TECHNICAL ASSISTANCE

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/INFANT TODDLER MENTAL HEALTH RESOURCE NETWORK

The Infant & Toddler Resource Network 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. For more information about our Infant/Toddler Services please contact Lisa Plaskett at 212-206-7818 x2116 or Vanessa Torres at extension x2129. For questions about the Infant/Toddler Mental Health Program contact our Mental Health Consultant Angelica Carias at 212-206-7818 x 2119.

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 x 2114 or gbrender@dccnyinc.org

I.C. HALL FAMILY CHILD CARE NETWORK

The Council's James C. Hall, Jr. Family Child Care Network, located in Jamaica, Queens, is a vital resource to family and group family child care providers, and families in South East and South West Queens. The Network offers technical support, professional development opportunities and enrollment in the New York State Department of Health Child and Adult Care Food Program (CACFP), and the DOE funded Early Learn birth-five program. For more information, please contact Keishla Hornsby, FCCN Director at 212-262-2215.

CHILD CARE QUALITY IMPROVEMENT GRANTS

The Day Care Council offers quality improvement grants for eligible child care providers and programs. We offer business training grants, MAT Training grants, Health Care Quality Improvement Grants, and Learning environment improvement grants. To find out if you are eligible, please call our provider specialists at **212-206-7818**.

EDUCATION DEBT COUNSELING

The Day Care Council of New York has partnered with EDCAP to offer one-on-one student debt counseling. This free service, offered in both English and Spanish, goes through your unique situation to find every avenue of forgiveness, discharge, and repayment that best fits your needs. For more information, please contact Osberto Gomez at ogomez@dccnyinc.org or (212)-206-7818, ext. 2128.

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 <u>Training Calendar</u> 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 https://www.ecetp.pdp.albany.edu/index.aspx or by calling SUNY at 1-800-295-9616



TO REGISTER BY:

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

<u>CHECK or MONEY ORDER:</u> <u>Mail</u> 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: Z	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 C Program Name/Nombre del Programa: □		<u> </u>	
Program Address/Dirección del Programa:			
Program License or Registration Number/Número de Licencia o Registro:			
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 envie 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 yourregistration./ 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 <u>refunds or rescheduling</u> 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 nicamente si el Day Care Council tuviera que cancelar algún entrenamiento. No se permitirá la entrada 10 minutos después de comenzada la clase. Rev 3/2023.

CHILD CARE ASSISTANT PRESENTED BY Bronx Community College New York State Department of Labor Day Care Council of New York, Inc PROGRAM (CAAP)

LOOKING TO ENTER EARLY CHILDHOOD EDUCATION OR ADVANCE YOUR CAREER?

CAAP aims to provide mentoring and coaching for current and prospective birth - 5 educators to increase their knowledge, skills, and practices that would lead to positive outcomes for children. By the end of the apprenticeship, program participants will have received expert instruction and coaching, as well as the portfolio development required for Child Development Associate (CDA) certification.

REGISTRATION OPEN NOW!

CDA Classes For CAAP Start MARCH 6, 2023

For more information or next steps:

EMAIL: TSUYDAM@DCCNYINC.ORG

OR VISIT OUR <u>CAAP WEBSITE</u>

https://tinyurl.com/yb9vwpmv