



# FALL 2025- SPRING 2026 TRAINING CATALOG

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Early Childhood Training Institute



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# ABOUT US

The Day Care Council of New York is a diverse organization uniting child care and family service providers, consumers, and advocates. Our mission is to support and develop high-quality child and family care services, ensuring excellence in child development, education, and social services.

Our Early Childhood Training Institute offers essential professional development for current and aspiring child care providers. Trainings range from required safety courses like CPR and First Aid to business management courses.

Explore our training opportunities and contact us with any questions. Our experienced specialists are ready to help you choose the right trainings and develop a customized plan for your needs.

## CONTACT US

 212-206-7818

 [registration@dccnyinc.org](mailto:registration@dccnyinc.org)

 [www.dccnyinc.org](http://www.dccnyinc.org)

 1430 Broadway, Suite 404, NY, NY 10018

# CATALOG OVERVIEW

## Courses

The Day Care Council of New York offers a robust set of courses designed to provide learning opportunities for early childhood educators and leaders in both home-based and center-based settings.

- **Alignment:** This page includes each of the frameworks to which we align our courses, NYS Office of Children and Family Services Content Areas, NYS Core Body of Knowledge, and the Child Development Associate Competency Standards and Functional Areas, and explains how each course is mapped to each framework.
- **Example Training Package:** Trainings can be used in various combinations to meet OCFS training requirements. This page showcases one example of how our trainings can meet those requirements.
- **Customized Packages:** DCCNY recognizes everyone's training needs are different; check out how we can use existing trainings or create new ones to meet your needs.
- **Course List:** This section provides detailed descriptions, times and dates, costs and alignment to the three frameworks for each course.
- **Trainings by Date:** This lists all of our courses by date and time.

Our team is happy to talk to you about our course offerings and advise on which might be the best for you:

### Payment



212-206-7818



[registration@dccnyinc.org](mailto:registration@dccnyinc.org)

To complete your registration for a course, Day Care Council must receive payment via credit card, check or money order.

- **Member Rate:** Day Care Council Members and J.C. Hall Network Providers can participate for a reduced fee, listed as "Member Rate" under each course.
- **Refunds:** No refunds will be provided unless the session is canceled by DCCNY or by the participant at least 24 hours in advance.
- **Confirmation:** An email confirmation will be sent upon receipt and processing of payment.
- **Scholarships:** Most of our training qualifies for DCCNY's Professional Development Grant. Through this grant, providers can obtain up to 15-hours of training. For more information and to apply, contact our provider & training specialists at 212-206-7818.
- **CPR & MAT:** We accept the (EIP) Educational Incentive Program and the MAT grant as payment. Call us for more information.

NEW THIS YEAR

Check out our Customized Course info and ask us about renting our **training space**, featuring a model classroom!

# ALIGNMENT

Our trainings are designed to align with three key frameworks to help early childhood professionals meet their regulatory requirements and develop professionally. In the course description section, the color-coded numbers that align to each framework are included to the right of each course.

## COLOR KEY

Elements of Each Framework are Color Coded by Content Area

Child Development

Health & Safety

Leadership & Administration

Family Engagement & Mental Health

## OCFS

### OFFICE OF CHILDREN AND FAMILY SERVICES

Trainings must incorporate these 10 Content Areas to qualify for the 15 & 30 hour training requirements.

1. Principles of Early Childhood Development

2. Nutrition & Health Needs of Children

3. Child Day Care Program Development

4. Safety & Security Procedures

5. Business Record Maintenance & Management

6. Child Abuse & Maltreatment Identification & Prevention

7. Statutes & Regulations Pertaining to Child Abuse & Maltreatment

8. Child Abuse and Maltreatment

9. Shaken Baby Syndrome

10. Adverse Childhood Experiences

## CORE

### NYS CORE BODY OF KNOWLEDGE

New York State's Core Competencies for Early Childhood Educators written for professionals who work directly with young children.

1. Child Growth & Development

2. Family & Community Relations

3. Observation & Assessment

4. Environment & Curriculum

5. Health, Safety & Nutrition

6. Professionalism & Leadership

7. Administration & Management

## CDA

### CHILD DEVELOPMENT ASSOCIATE

The national standards used to evaluate a caregiver's performance with children and families during the CDA assessment process.

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

# EXAMPLE TRAINING PACKAGE

Every two years all providers, assistants and center-based staff are required to complete 30 hours of training that align to OCFS content areas.

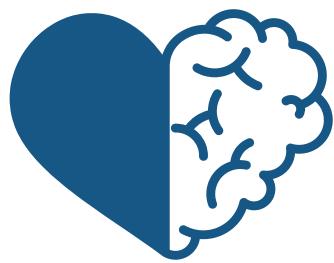
Our trainings can meet those requirements in a variety of ways; our team can help advise on how to meet those requirements. Below is one example of how you can meet most of these regulatory requirements.



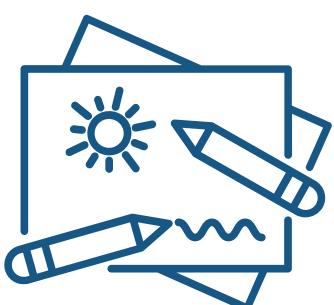
**MEDICATION  
ADMINISTRATION  
TRAINING**  
OCFS: 1, 2, 3, 4  
8 HOURS



**STRENGTHENING  
BUSINESS PRACTICES FOR  
CHILD CARE PROGRAMS**  
OCFS: 7  
14 HOURS



**UNDERSTANDING  
AND MANAGING  
STRESS**  
OCFS: 3  
3 HOURS



**TEACHING LANGUAGE  
DEVELOPMENT THROUGH  
ART**  
OCFS: 1  
3 HOURS



**PROMOTING INFANT  
TODDLER PHYSICAL  
ACTIVITY**  
OCFS: 4, 5, 7  
3 HOURS

# CUSTOMIZED PACKAGES

The Early Child Care Training Institute is here to meet your needs – whatever they might be! Below are some examples of how we can customize your training experience either by selecting existing courses that meet your needs or by making something new.

## New Family Child Care Provider Path

Take the following courses to ensure you are set up for success.

- Becoming a Child Care Provider
- Health & Safety Competencies for Family & Group Family Child Care Providers
- High Quality Learning Environments for Infants, Toddlers & Preschoolers

## Director, Owner or Administrator Path

Focus your training on leadership development, business and administrative skills.

- Strengthening Business Practices for Child Care Programs
- Ethics in Early Childhood Business
- Understanding and Managing Stress and Burnout

## Design Your Own!

If you have a group of staff in need of training that is beyond what is listed in our catalog, our talented team will happily work with you to design a custom training experience that meets the needs of your group.

## Our Space, + Your Training

Day Care Council's brand new training space with capacity for up to 25 participants is available to rent for you to host your own training or bring in an outside facilitator. Contact our team and we will work with you to set up the logistics.

# HEALTH & SAFETY COURSES

## Adult & Pediatric CPR & First Aid

Fridays 9am - 5pm | In-person

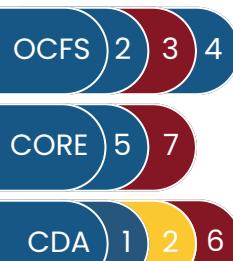
Equips caregivers with CPR and First Aid skills for infants and children, valid for 2 years. Learn how to recognize emergencies and provide care until medical help arrives.

**Cost:** \$150

**Member Rate:** \$75

**Dates:** 11/7, 12/19, 3/13

### Alignment



## Health & Safety Competencies for Family & Group Family

### Child Care Providers

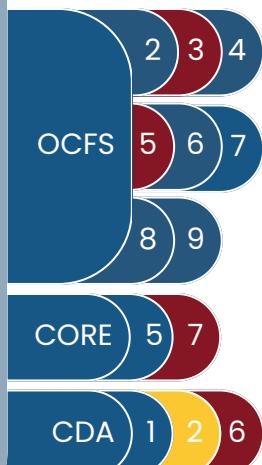
Three-day series, 9am - 5pm | In-person

Required for those seeking registration or licensing as a home-based Family or Group Family Child Care Provider in New York State, as well as those hired to work as an assistant in a group family child care. This course covers OCFS modules like diapering, sanitizing, safety, and nutrition.

**Cost:** Scholarship available

**Dates:** Oct 27, 28, 30 Nov 17, 18, 20 Jan 12, 13, 15 Feb 23, 24, 26

### Alignment



## Medication Administration Training (Independent Study)

9am - 5pm | In-person

Required for child care providers to administer medication to children in their programs. Learn and practice proper medication administration and how to record when medications are given.

**Cost:** \$150

**Dates:** 10/19, 11/4, 12/14, 2/22, 3/28

### Alignment



# BUSINESS OPERATION & MANAGEMENT COURSES

## Becoming a Child Care Provider

2pm - 5pm | Virtual

Considering becoming a child care provider in New York? Attend an orientation session covering requirements, application process, and resources to start and run a child care business successfully. Get ready to pursue your passion for working with children!

**Cost:** Free

**Dates:** 10/16, 12/4, 1/22, 3/12

### Alignment

OCFS 7

CORE 7

CDA 6

## Licensing Modalities & Clearances

9am - 12pm | In-person

To start a child care business, understanding licensing requirements and clearance processes is crucial. The class covers types of licenses, application procedures, and clearance requirements. Ideal for those seeking a comprehensive understanding of NYC regulations.

**Cost:** Scholarship available

**Member Rate:** \$60

**Date:** 11/12

### Alignment

OCFS 3 5

CORE 6 7

CDA 5

## Strengthening Business Practices for Child Care Programs

Three Day Series: 9am - 4pm | In-person

This training series aims to enhance child care providers' understanding of fiscal management and business operations through four modules: (1) Budget, Projections, & Planning, (2) Financial Reports & Internal Controls, (3) Marketing Child Care Programs, (4) Staff Recruitment & Retention for Center- & Home-Based Providers

**Cost:** Scholarship available

**Member Rate:** \$330

**Dates:** March 18, 19 & 20

### Alignment

OCFS 3 7

CORE 6 7

CDA 5 6

## Ethics in Early Childhood Business

9am - 12pm | In-person

Designed for child care business owners who want to understand how to navigate ethical dilemmas, foster a culture of ethical responsibility among staff, and ensure business practices align with the best interests of children and families. Explore key ethical principles through interactive discussions, and practical exercises.

**Cost:** Scholarship available

**Member Rate:** \$60

**Dates:** 12/3, 2/11

### Alignment

OCFS 4 5 7

CORE 6 7

CDA 1 6

## Family Child Care Business Training

10am- 4pm | In-person

An overview of how to run a successful home-based child care business. Learn useful practices, procedures, and tools covering business structure, financial management, risk limitation, and documentation.

**Cost:** Scholarship available

**Member Rate:** \$60

**Date:** 12/13

# CHILD DEVELOPMENT & EDUCATION COURSES

## Teaching Language Development through Art

9am - 12pm | In-person

Unlock the power of art to enhance language development in young children with this engaging class. Early childhood educators and caregivers will explore creative ways to integrate art into language instruction.

**Cost:** Scholarship available

**Date:** 1/14

**Member Rate:** \$60

### Alignment

OCFS 1

CORE 1

CDA 2

## High Quality Learning Environments for Infants, Toddlers & Preschoolers

9am - 12pm | In-person

Creating high-quality learning environments is crucial for young children's growth. Covers effective early childhood programs, emphasizing environments that foster learning, creativity, and well-being. Learn strategies for setting up engaging and safe spaces that support cognitive, social, emotional, and physical development.

**Cost:** Scholarship available

**Date:** 11/19, 1/28

**Member Rate:** \$60

### Alignment

OCFS 3

CORE 4

## Understanding Infant & Toddler Developmental Milestones

9am - 12pm | In-person

Understanding infant and toddler developmental milestones is essential for caregivers, educators, and parents. This course covers key stages from birth to age three, including physical, cognitive, social, and emotional growth. Participants will learn to identify milestones, variations in development, and factors influencing progress. Practical strategies for supporting children's development are provided.

**Cost:** Scholarship available

**Date:** 2/4

**Member Rate:** \$60

### Alignment

OCFS 1

CORE 1

## Promoting Physical Activity

9am - 12pm | In-person

Promoting physical activity in early childhood is essential for children's development. Learn age-appropriate strategies and benefits of physical activity for motor skills, cognitive development, and well-being. Gain practical tips for integrating active play into daily routines. Ideal for caregivers, educators, and parents aiming to support physical growth and development in young children.

**Cost:** Scholarship available

**Date:** 12/17

**Member Rate:** \$60

### Alignment

OCFS 1

CORE 1 4

CDA 1 2

# MENTAL HEALTH & FAMILY ENGAGEMENT COURSES

## Understanding and Managing Stress and Burnout

9am - 12pm | In-person

Explore how stress can be both positive and negative and delve into the factors that can lead to burnout. Learn about the physical, emotional, and mental impacts of stress, recognize the symptoms of stress and burnout, and engage in practical techniques for managing stress effectively.

**Cost:** Scholarship available

**Member Rate:** \$60

**Date:** 3/4

### Alignment

OCFS 3

CORE 6

## Language, Communication & Cultural Sensitivity

9am - 12pm | In-person

Learn vital communication skills, including efficient information exchange, cultural sensitivity, recognizing trauma indicators, and using considerate language. These skills promote understanding and empathy in diverse environments.

**Cost:** Scholarship available

**Member Rate:** \$60

**Date:** 3/11

### Alignment

OCFS 3

CORE 2 6

# TRAININGS BY DATE

## 2025 -2026

### October

- 10/16** Becoming FCC Provider - Virtual 2pm-5pm  
**10/19** MAT Independent Study - 9am-5pm  
**10/27, 10/28, 10/30** Health & Safety - 9am-5pm

### November

- 11/4** MAT Independent Study - 9am-5pm  
**11/7** CPR/First Aid- 9am-5pm  
**11/12** Licensing Modalities & Clearances - 9am-12pm  
**11/17, 11/18, 11/20** Health and Safety - 9am-5pm  
**11/19** High Quality Learning Environments - 9am-12pm

### December

- 12/3** Ethics in Early Childhood - 9am-12pm  
**12/4** Becoming FCC provider - Virtual 2pm-5pm  
**12/13** FCC Business Training - 10am-4pm  
**12/14** MAT Independent Study- 9am-5pm  
**12/17** Promoting Physical Activity- 9am-12pm  
**12/19** CPR/First Aid- 9am-5pm

### January

- 1/12, 1/13, 1/15** Health & Safety - 9am-5pm  
**1/14** Teaching Language Development- 9am-12pm  
**1/22** Becoming FCC Provider - Virtual 2pm-5pm  
**1/28** High Quality Learning Environments - 9am-12pm

### February

- 2/4** Developmental Milestones- 9am-12pm  
**2/11** Ethics in Early Childhood- 9am-12pm  
**2/22** MAT Independent Study- 9am-5pm  
**2/23, 2/24, 2/26** Health and Safety- 9 am-5 pm

### March

- 3/4** Managing Stress and Burnout - 9am-12pm  
**3/11** Communication, Cultural Sensitivity- 9am- 12pm  
**3/12** Becoming FCC Provider - Virtual 2pm-5pm  
**3/13** CPR/First Aid- 9am-5pm  
**3/18, 3/19, 3/20** Strengthening Business Practices 9am-4pm  
**3/28** MAT Independent Study- 9am-5 pm

# REGISTER TODAY!

Register for courses today by doing one of the following:

- Complete the form below and send it to [registration@dccnyinc.org](mailto:registration@dccnyinc.org)
  - Register over the phone at 212-206-7818
  - Still have questions? Call one of our Training Specialists at 212-206-7818
- 

## Registration Form

**Full Name:**

**Home Address:**

**Apartment #:**

**Phone:**

**Borough:**

**Email:**

**Zip Code:**

### Professional Setting

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

**Program Name:**

**Program Address:**

**Program License or Registration Number:**

Training Title	Date of Training	Fee
<b>Total:</b>		

### Credit Card Information

- MasterCard    Visa    Discover    American Express

**Name on card:**

**Card number:**

**Expiration Date:**

**Signature on card:**



# PROVIDER RESOURCE DAYS COMING TO YOUR BOROUGH!

## A professional development day for child care providers and child care assistants in NYC!

This unique FREE professional development opportunity will be offered in English and Spanish. Participants will be able to receive training hours, early literacy resources, gifts, and participate in a raffle drawing.



NYC  
Child Care  
**Resource  
& Referral  
Consortium**

### 1 Topic

**Beyond the Screen: Responsive Caregiving and Developmentally Appropriate Practice for Today's Early Learners**

### 2 Date

Saturday, November 8, 2025  
10:00 a.m.-2:00 p.m.



Scan here to  
register for any of  
the days!

### 3 Location

Lehman College  
Faculty Dining Hall/ East Dining Hall  
250 Bedford Park Boulevard West  
Bronx, NY 10468

### Participants will receive...

#### 4

- Light Refreshments will be provided!
- Door prizes and raffles!
- Open to child care providers and their assistants!
- Opportunity to network with other professionals!
- Receive 3.0 hours of training!

# Ways our team can support you:



## Professional Development Training Scholarships

We provide training to prospective and currently licensed family or group family child care providers, and we offer scholarships to take up to 15-hours of free training in Health and Safety, Family Child Care Business, Marketing your Business, Infant and Toddler Physical Development, Social Emotional Development, and many more topics.

## Business Quality Training Grant

Registered or licensed home-based child care providers interested in strengthening their business practices can benefit from this \$300 grant, which covers the cost of business-related training. This grant will help you gain valuable insights into running a successful child care program from home.

## Learning Environment Quality Improvement Grant

If you've participated in our Family Child Care Business Training or Intensive Technical Assistance projects, you may be eligible to receive a grant valued at \$300. Our team will work with you to select appropriate materials that will elevate the quality of your child care setting.

## Health Care Quality Improvement Grants

Our Health Care Consultant offers free on-site technical assistance to help you review, complete, or renew your health care plan forms.



## Infant & Toddler Technical Assistance and Mental Health Consultation

Our Infant & Toddler specialists provide on-site technical assistance and training to help caregivers in early education settings better support the developmental needs of children and families. Our Mental Health Services Manager can support you in a variety of ways whether you are seeking one-to-one consultation, resources and referrals related to mental health and supporting to social and emotional development of children, or if interested in wellness training.

We look forward to working with you to enhance the quality of care and education you provide!



# Additional DCCNY Offerings

In addition, to our Early Childhood Training Institute we offer the following services you may be interested in.

**Get in touch to learn more!**



Health Care Plan Consultant



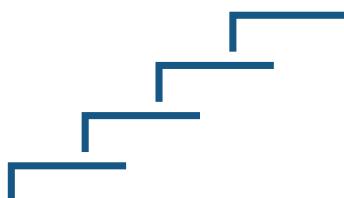
Child Care Resource Center Consortium



Labor Relations and Mediation Service



Early Childhood Employment Partnership



Early Childhood Career Ladder



J.C. Hall Family Child Care Network

## Contact Us

 212-206-7818

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