

### **Provider Newsletter and Community Links**

October, November and December 2018 Fall Quarter

CAC at CSS Staff Encarni Gallardo -Program Director Sarah Hansen - Resource

**Sarah Hansen -** Resource & Referral Coordinator

**Taylor Palmer -** Referral & Community Specialist **Kristin Jensen -**

Referral Specialist

Erika Weeg - Referral
Specialist, bilingual

**Lyn Barker -** Quality Improvement Coordinatorl

**Brook Talbot -** Family Childcare Specialist

**Barbara Johnson -** Early Childhood Specialist

Amariah Gibbs- Early Childhood Specialist Anchor

**Lilian Madrid -** Program Assistant, bilingual

Carolyn Ellsworth -

Professional Development

Coordinator

**Denise Waagen -**Professional Development
Specialist

Sian Anderson - CDA
Consultant

**Career Ladder Instructors** 

Mary Corpuz
Carolyn Clark
Lynn Curtis
Ilse Wilson
Aurora Howell
Laura Morris
Melinda Jacobson

Adam Cunningham Heather Adams Molly Poirier

Amy Larson

Taylor Barlow
Carolyn Christensen

Mary Ogan JoEllen Robbins Leah Fleischel







## **Utah's Child Care Quality System**

Utah is currently developing a new Child Care Quality System (CCQS). This system helps parents make informed choices about the child care program their child attends so that the program will better prepare their child for kindergarten and life. This system will also ensure government child care subsidies are supporting quality programs. For more information please see page 17 and 18.

## Leadership & Professional Development

## Professional Development System Goal: Utah child care providers are well educated

The Office of Child Care is re-prioritizing professional development funding to:

Increase Investments in Classes
Update the Career Ladder
Reward Professional Achievements
For more information please see page 19.



## Live Scan Fingerprinting Information

Care about Childcare at Children's Service Society conducts Live Scan Fingerprinting by appointment **ONLY**. To schedule your appointment please call 801-355-4847.

#### Before coming to your appointment please complete these steps:

- Call Child Care Licensing at 801-273-6617 to pay the \$32.00 FBI processing fee for each scan needed. Child Care Licensing can also determine who needs to complete fingerprints.
- 2. Submit, authorize, and pay for the Background Screenings which have a fee of \$18.00 per person *for those 12 years old and older*.
- 3. When scheduling your appointment with Care About Childcare, please tell us the exact name AND LOCATION of your program, such as: "Center #1" or if the city it is located in is part of the name, such as: Riverton, Sandy, Redwood, etc.

#### What to bring to your appointment:

#### A copy of the receipt stating your fees have been paid - CAC is not always able to see your processed payment - therefore a copy will expedite the process.

Picture I.D. such as: a Driver's License,
 Military I.D., Identification Card, or passport.

#### **Hours of availability:**

Monday - Thursday 9:00 am - 4:30 pm

Friday 9:00 am - 12:00 pm

**REMEMBER by appointment only!** 801-355-4847

If you choose to use other agencies to complete your fingerprints, you may do so.

Below are instructions and information you will need:

**By Ink:** You will need to hand deliver or mail ONE copy of each card to Child Care Licensing. You can pay the fee at that time or over the phone. There are two options for getting your ink cards to Child Care Licensing:

- 1. Hand deliver to 3760 S. Highland Drive. DO NOT MAIL TO THIS ADDRESS.
- 2. Mail ink cards to PO Box 142003, Salt Lake City, Utah 84114-2003.

**Live Scan Site:** If you choose to go to a different location other than CAC, you will need to bring this code with you: **B2086** - give it to the agency doing your scan. This code will link your prints to the Department of Health.

#### **Questions:**

Please call 801-355-4847

# Congratulations to the following providers who received their Career Ladder & Endorsements! April - June 2018

#### **Career Ladder Recipients**

Ardon-Villanueva, Silvia - Levels 4-9 Badham, Amanda - Levels 1-2 Bajema, Giselle - Level 1 Barrus, Lynda - Level 10 Bernis, Haley - Level 6 Brito, Mariela - Levels 4-5 Burns, Amy - Level 6 Cabrera, Yenny - Level 6 Camden, Linda - Level 3 Christ, Alicia - Level 1 Clark, Jennica - Level 6 Cohn, Geraldine - Level 10 Collins, Kelli-Lynne - Level 4 Covarrubias, Charlene - Levels 4-8 Cowley, Claudia - Level 3 DeLuca, Kristy - Level 4 DeNovellis, Kourtney - Level 4 Duncan, Katie - Level 2 Farnworth, Terry - Level 8 Garcia Alvarado, Maria - Levels 4-7

Giles, Aimee - Level 5 Grateron Leffebres, Anyela - Level 1 Gurule, Monica - Level 1 Heddens, Kendall - Level 10 Hernandez, Maria - Levels 1-3 Herrera, Steven - Level 1 Jackson, Courtney - Level 4 Jacobs, Lily - Level 1 Jacobsen, Sheila - Level 5 Jones, Carol - Level 4 Khanchouche, Noura - Level 4 Kingston, Benny - Level 2 Knight, Maggie - Level 1 Larsen, Hannah - Level 4 Macias Rodriguez, Veronica - Level 7 Mafi, Nicole - Level 3 Martinez, Ana - Levels 1-4 Martinez, Rosario - Levels 7-8 MItchell, Billizia - Level 1 Mitchell, Chelsea - Level 1

Moon, Heather - Level 4 Ogilvie, Aaron - Level 2 Ortega, Cindy - Level 8 Pearson, Kendra - Level 10 Reeves, Miranda - Level 6 Robinson, Amy - Level 1 Rodriguez, Lidia - Level 4 Sanchez, Iris - Levels 4-7 Sandoval, Jennifer - Level 1 Shackelford, Kenneth - Level 10 Shields, Lara - Level 2 Smith, Melissa - Levels 4-5 Sprague, Allison - Levels 4-5 Steggall, Samantha - Levels 1-3 Suarez, Kandi - Level 1 Ulibarri, David - Levels 1-4 Winn, Sandra - Level 4

### **Career Ladder Endorsement Recipients**

Albrecht, JoAnne - SR Alvarado Garcia, Maria - GEW Helmsin, Chantel - IT Moss, Maria - SN Palmer, Lisa - IT Reeves, Miranda - IT Sprague, Allison - CD Virga, Karlene - CD



#### **Professional Development Incentive Recipients**

Adison, Brianne Akagi, Crystal Al Shreayda, Rosel Aldred, VeOnna Allen, Jamie Anderson, Rhonda Araujo Marquez, Lexy Ardon Villanueva, Silvia Arnesen, Heidi Arneson, Karina Arriaga, Maria Arter, Jessica Badham, Amanda Bailey, Racheal Bajema, Giselle Barral, Lilian Barraza Beltran, Guadalupe

Barrus, Lynda Bemis, Haley Benson, Kenna Berg, Jesika Berindean, Monica

Bleach, Carmen Brasso, Adela Brito, Mariela Brunsvik, Amy Burns, Amy Cabrera, Yenny Callaway, Felicia

Camden, Linda Caro, Gloria

Caro Martinez, Yaritza

Carter, Tina Case, Breanna Casper, Lacev Castillo, Ana Castillo, Consuelo Castillo, Karla Castro, Maria

Christ, Alicia Clark, Jennica Coe, Christy

Cohn, Geraldine Collado, Sonia

Collins, Kelli-Lynne Comstock, Maureen

Covarrubias, Charlene

Cowley, Claudia Creel, Theresa Crookston, Michelle

Davidson, Jill Davis, Amanda Derby, Valeria Dipo, Peggy

Dossett, Rhonda Dossett, Shannon

Dunaway, Lynnett Duncan, Katie Dunn, Jaimie

Ellis, Kristen Falk, Amberli

Falla, Cynthia Farnworth, Terry

Fedderson, Melanie Flores. Delia

Fraley, Jared Gamez, Angelica Gamez, Emily

Garcia Alvarado, Maria

Gibbons. Dana Giles, Aimee Glidden, Augusta

Gomez, LeAnn Gomez, Richard Graham, Maria

Grateron Leffebres, Anyela

Griego, Christina Gurule, Monica Haile, Annie Harris, Jennifer Healy, Donna Hernandez, Maria Herrera, Steven Hjorth, Leslie

Holliday, Ramona Hottinger, Melanie Jackson, Courtney

Jacobs, Lily Jacobsen, Sheila Jensen, Sarah Johnson, Ariana Jones, Amanda

Kelly, Megan Khanchouche, Noura Kingston, Benny Kingston, Deborah Klein, Shawnda Knight, Maggie Larsen, Hannah

Larson, Amy Leary, Laura

Leavitt-Warner, Elizabeth

Lenhart, Debbie Lintz, Amber Lippman, Heather Lloyd, Jessica

Mackey Smith, Sabrina

Mafi, Nicole Magneson, Kristin Martinez, Ana Martinez, Giovana

Martinez, Rosario

Martinez Rodriguez, Elizabeth

McBride, Shervl Mccall, Redonna McCall, Corinne McDonald, Molly McGuire, Danica McKalister, Kari McKenna, Roselee Medina, Christine Mejia, Estela

Mesa, Samantha Mitchell, Billizia Mitchell, Chelsea Moody, Julie

Morales Oregon, Ariadna

Murphy, BreeAnn Noorlander, Melissa Obonnon, Tiffany Ogilvia, Aaron Ollerton, Rachel Ortega, Cindy Ortega, Kaia

Pannunzio, Stephanie Pearson, Kendra

Perez. Iris

Puentes, Carmen Ramon, Norma Ramos, Cheryl Rascon, Norma

Rask, Marcia Read, Karee Reid, Debbie Ricks, Emily Rigby, Rhonda Rios, Claudia Robinson, Amy Robinson, Julli Rodriguez, Lidia Rodriguez, Rachael

Rojas, Mirna Rust, Samantha Salgado, Elizabeth Sanborn, Melinda Sanchez, Iris

Sandoval, Jennifer Santos Ibarra, Evelia Serrano, Cecilia

Shackelford, Kenneth

Shields, Lara Smith, Kerry Smith, Melissa Snyder, Kristine Sprague, Allison Steggall, Samantha Stokes, Chalene Strobelt, Rachel Suarez, Kandi Ticich, Nichole

Tilley, Deborah Tilley, Timothy Tippets, Adelia Ulibarri, David

Valencia, Carrie Vasquez, Josie Villar, Rosa Virga, Karlene

Volden, Amanda Webb, Kia

Weise, Samantha

Weller, Bethany Young, Melinda

Young, Nancy Zaugg, Dicksie

Zaugg, Esperanza



## CAC Online Training Registration Instructions

To register for courses online you must first log-in to the Care About Childcare website at:

https://www.careaboutchildcare.utah.gov. If you need assistance, please call 801-326-4403

- Once you are logged-in, choose the Training Calendar link from the menu on the left side of the screen. Each course you see with a shopping cart is available for online registration. Clicking on the cart adds the course to your list. When you are done adding the courses you want to register for, click on the cart in the green box on the top right of the screen. Choose complete registration and follow the instructions to checkout.
- Online registration can only be completed for one person at a time. Each person must log in with their own username and password.
- Be sure to view and/or print your class schedule. Please Note: Online registrations will not receive a confirmation in the mail. Schedules can be viewed by clicking on "My Class Registration" on the menu to the left of the screen.

Be sure to print your receipt. This will be your only option to get a receipt.

 Once logged in you can also view other things such as your transcript of previous classes taken, your progress on the Career Ladder and your Annual Incentive eligibility date. This is also where family providers and center directors can view and update their CAC Marketing Page.

If you have any questions about the Care About Childcare website call Denise or Carolyn at 801-326-4403 or e-mail denise@cssutah.org or carolyn@cssutah.org



## CAC - CSS Fall 2018 Course Schedule

View training schedule online at http://www.cssutah.org/providers/training

Course Title and Description	Date and Time Location		Cost	Credit	Career Ladder
Looking to Learn: Observing and Recording Young Children's Behavior	$\frac{1}{2}$ $\frac{1}$		\$16	10 Lic 10 CDA	Levels 2-3
Family Child Care, Course 4: Professional and Business Practices	Oct 2, 4, 9 & 11 Tues & Thurs 7 - 9:30 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Child Development: Healthy Care	Oct 8, 9, 10 & 11 Mon, Tues, Wed & Thurs 7 - 9:30 pm	SLCC South City 1575 S. State St. (84115) Room #2-160 *Parking in lots 6 & 8 <u>ONLY</u> *	\$16	10 Lic 10 CDA	Level 1
Child Development: Learning in the Early Years	Oct 8, 9, 10 & 11 Mon, Tues, Wed & Thurs 7 - 9:30 pm	SLCC South City 1575 S. State St. (84115) Room #2-168 *Parking in lots 6 & 8 <u>ONLY</u> *	\$16	10 Lic 10 CDA	Level 1
Infant and Toddler Care, Course 3: Learning in Infancy and Toddlerhood	Oct 8, 10 & 13 St. John's Child Development Center		\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Child Development: Ages and Stages	Oct 8, 11 & 13 Mon & Thurs 7 - 9:30 pm Sat 9 am - 2:30 pm	Millcreek Activity Center 4405 S. 1025 E. (84124) *Can only enter from 4500 S.	\$16	10 Lic 10 CDA	Level 1
Relationship Touchpoints, Course 3: Preschoolers 3-4 Years	Oct 13 & 27 Sat 9 am - 2:30 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Creating Good Child Care: Effective Program Management	Oct 15, 17 & 20 Mon & Wed 7 - 9:30 pm Sat 9 am - 2:30 pm	St. John's Child Development Center  @ Sugarhouse Redeemer Lutheran 1955 E. Stratford Ave.(2560 S.) (84106)  *Class held downstairs*	\$16	10 Lic 10 CDA	Levels 2-3
Theory and Best Practices, Course 3: Piaget and Brain Development	Oct 15, 17, 22 & 24 Mon & Wed 7 - 9:30 pm	Millcreek Activity Center 4405 S. 1025 E. (84124) *Can only enter from 4500 S.	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
School Readiness, Course 2: Mathematics	Oct 16, 18, 23 & 25 Tues & Thurs 7 - 9:30 pm	U-Kids - Guardsman Way 545 Guardsman Way (1580 E) Sunnyside (800 S) to Guardsman (84108) *Parking in front of U-KIDS*	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
STAR Night - Basics of Developmentally Appropriate Practice: Divided into 3 sessions: optional participation in all 3; Resource and General Store, Technical Assistance, and Training.	Oct 17 Wed 5 - 8 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	NONE	1 Lic (from 7-8 pm ONLY)	NONE
School Age, Course 2: Behavior and Positive Guidance	Oct 27 & Nov 3 Sat 9 am - 2:30 pm	Kid Care Co. 475 S. Redwood Rd. (84104)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8

## CAC - CSS Fall 2018 Course Schedule

View training schedule online at http://www.cssutah.org/providers/training

Course Title and Description	Date and Time	d Time Location		Credit	Career Ladder
Infant and Toddler Care, Course 1: Toddlers in Child Care	I III A SUBMIT I I I I I I I I I I I I I I I I I I		\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Guidance and Emotional Wellness, Course 4: Social Emotional Teaching Strategies	Nov 3, 6 & 8 Sat 9 am - 2:30 pm Tues & Thurs 7 - 9:30 pm	U-Kids - Guardsman Way 545 Guardsman Way (1580 E) Sunnyside (800 S) to Guardsman (84108) *Parking in front of U-KIDS*	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Professionalism in Child Care: More Than Babysitting	1 1955 E Stratford Ave (2560 S.) I		\$16	10 Lic 10 CDA	Levels 2-3
Infant and Toddler Care, Course 2: Social Emotional Growth and Development	Nov 3 & 10	Kids Park of Stansbury 199 Millpond (Stansbury Pkwy) (84074)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Child Development: Ages and Stages	Nov 6, 8 & 10 Tues & Thurs 7 - 9:30 pm Sat 9 am - 2:30 pm	Kid Care Co. 475 S. Redwood Rd. (84104)	\$16	10 Lic 10 CDA	Level 1
Strong and Smart: Physical and Intellectual Development	Nov 6, 8, 13 & 15 Tues & Thurs 7 - 9:30 pm	SLCC South City 1575 S. State St. (84115) Ses. 1-3 Room #2-168 Ses. 4 Room #1-147 *Parking in lots 6 & 8 ONLY*	\$16	10 Lic 10 CDA	Levels 2-3
Relationship Touchpoints, Course 4: School Age 5-6 Years	Nov 10 & 17 Sat 9 am - 2:30 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8
Child Development: Learning in the Early Years	Nov 12, 13, 14 & 15 Mon, Tues, Wed & Thurs 7 - 9:30 pm	St. John's Child Development Center 475 E. Herbert Ave.(1045 S.) (84111)	\$16	10 Lic 10 CDA	Level 1
Emergency Preparedness in Childcare Settings	Nov 12 & 15 Mon & Thurs 7 - 9:30 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	\$16	5 Lic 5 CDA	Levels 1-3 & 5-8
CDA Orientation: A Great Place to Start!	Nov 14 Wed 6:30 - 9 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	NONE	2.5 CDA	NONE
Working Together: Productive Relationships with Families	Nov 17, 19 & 21 Sat 9 am - 2:30 pm Mon & Wed 7 - 9:30 pm	St. John's Child Development Center 475 E. Herbert Ave.(1045 S.) (84111)	\$16	10 Lic 10 CDA	Levels 2-3

## CAC - CSS Fall 2018 Course Schedule

View training schedule online at http://www.cssutah.org/providers/training

Course Title and Description	Date and Time	Location	Cost	Credit	Career Ladder	
Guidance and Emotional Wellness, Course 3: Promoting Social Emotional Competence	Nov 19, 21, 26 & 28 Mon & Wed 7 - 9:30 pm	Kid Care Co. 475 S. Redwood Rd. (84104)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8	
Theory and Best Practices, Course 4: Gardner, Moral Development, Vygotsky and Montessori	Nov 27, 29 & Dec 1 Tues & Thurs 7 - 9:30 pm Sat 9 am - 2:30 pm	U-Kids - Guardsman Way 545 Guardsman Way (1580 E) Sunnyside (800 S) to Guardsman (84108) *Parking in front of U-KIDS*	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8	
Child Development: Healthy Care	Dec 1, 3 & 5 Sat 9 am - 2:30 pm Mon & Wed 7 - 9:30 pm	St. John's Child Development Center 475 E. Herbert Ave.(1045 S.) (84111)	\$16	10 Lic 10 CDA	Level 1	
Infant and Toddler Care, Course 4: Working with Families of Infants and Toddlers	Dec 3, 5 & 8 Mon & Wed 7 - 9:30 pm Sat 9 am - 2:30 pm	Mother's Helper in South Jordan 10469 S. River Heights Dr. (84095)	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8	
Special Needs, Course 2: Communication	Dec 3, 5 & 8 Mon & Wed 7 - 9:30 pm Sat 9 am - 2:30 pm	Millcreek Activity Center 4405 S. 1025 E. (84124) *Can only enter from 4500 S.	\$16	10 Lic 10 CDA 1 CEU	Levels 5-8	
Advanced Child Development: Development of Young Children	Dec 4, 6 & 8 Tues & Thurs 7 - 9:30 pm Sat 9 am - 2:30 pm	St. John's Child Development Center @ Sugarhouse Redeemer Lutheran 1955 E. Stratford Ave.(2560 S.) (84106) *Class held downstairs*	\$16	10 Lic 10 CDA	Levels 2-3	
Learning to Get Along: Social and Emotional Development	Dec 4, 6 & 8 Tues & Thurs 7 - 9:30 pm Sat 9 am - 2:30 pm	U-Kids - Guardsman Way 545 Guardsman Way (1580 E) Sunnyside (800 S) to Guardsman (84108) *Parking in front of U-KIDS*	\$16	10 Lic 10 CDA	Levels 2-3	
A Great Place for Kids: Creating Positive Learning Environments	Dec 4, 6, 11 & 13 Tues & Thurs 7 - 9:30 pm	SLCC South City 1575 S. State St. (84115) Room #2-168 *Parking in lots 6 & 8 <u>ONLY</u> *	\$16	10 Lic 10 CDA	Levels 2-3	
The Director's Toolbox, Course 2: From the Inside Out and Making the Most of Meetings	side Out and Making the   Dec 11, 13, 18 & 20   Academy Preschool   Tues & Thurs 7 - 9:30 pm   7904 South Highland Dr		\$16	10 Lic 10 CDA 1 CEU	Levels 5-8	
STAR Night - Winter Celebration: Divided into 3 sessions: optional participation in all 3; Resource and General Store, Technical Assistance, and Training.	Dec 19 Wed 5 - 8 pm	Care About Childcare at Children's Service Society 655 E. 4500 S. Suite 200 (84107)	NONE	1 Lic (from 7-8 pm ONLY)	NONE	

## **CAC-CSS** Registration & Course Policies

- Fill out all information on the registration form. E-mail addresses are now required to use the system. Only one person per form. Registration forms may be copied or downloaded from the CSS web site at www.cssutah.org or call 801-326-4403 to have a form e-mailed to you. Care About Childcare at Children's Service Society only accepts pre-registration and payment through the mail no telephone registration. No credit or debit card payments can be made in the office unless you have set up an appointment for assistance.
- MAIL REGISTRATION FORM WITH CHECK OR MONEY ORDER MADE PAYABLE TO CHILDREN'S SERVICE SOCIETY TO:

CHILDREN'S SERVICE SOCIETY
Attn: Denise Waagen
655 East 4500 South, Suite 200
Salt Lake City, Utah 84107

- Approximately one week after mailing a registration form you will be able to go to the Utah's Caregiver Registry http://careaboutchildcare.utah.gov to check your course schedule. If your e-mail address is current you will receive a reminder e-mail 24 hours before the first session of the course(s) you have registered for. E-mail may go to SPAM (Junk Mail) folder.
- IMPORTANT: Care About Childcare at Children's Service Society (CAC CSS) does not refund course fees for full classes when paid for with one check.
- EXAMPLE: If you send in payment and registration for 4 courses and one is full you will receive a Credit Voucher for the full course. If you send payment and registration for just one course and it is full, we will return your check. If you do not wish to receive a Credit Voucher, you must write a separate check for each course you want to register for.
- PRE-PAID COURSE FEES ARE NON-REFUNDABLE
- RETURNED CHECKS will be assessed a fee of \$15.00
- SEVERAL COURSE SCHEDULES OVERLAP: Please be aware that course schedules may overlap with each other.
   CAC CSS will not be responsible for overlapping courses in your schedule. Please double check your schedule to ensure you are not enrolled in two courses that will be taught on the same dates.
- MAKE-UP SLOTS ARE LIMITED. You may register for two make-ups per guarter.
- ATTENTION CHILD CARE CENTER DIRECTORS: CAC CSS will not be responsible for informing staff regarding the
  courses their director registered them to attend. If you are filling out a registration form for staff, make sure you make a
  copy for your staff BEFORE mailing it to CAC CSS.
- PARTICIPANT CODE OF CONDUCT MUST BE READ, SIGNED, AND MAILED IN WITH EACH REGISTRATION FORM.
- In an effort to help minimize delays with Professional Development Incentive Applications at URPD, all information
  requested on this registration form is <u>required</u> to register for courses at Care About Child Care at Children's Service
  Society. If all of the information is not complete you will not be enrolled into courses until we are able to contact
  you.

### **CAC - CSS Fall 2018 Course Registration Form**

To register by mail, fill out this form, and include your payment (check or money order payable to Children's Service Society), and send to:

> Children's Service Society Attn: Denise Waagen 655 East 4500 South, Suite #200 Salt Lake City, UT 84107

Registration is done by pre-payment only. The registration form must be received in our office two business days before the course begins.

Please remember registration is accepted only by mail or online.
Only one person per form. Make as many copies of this form as you need, and include all three pages.

One-page forms will not be accepted. The Participant Code of Conduct must be read signed and mailed in with each form, for each person.

Your full legal name:				Your birthdate:
(REQUIRED) Email A	Address:			Home Phone:
				Work Phone:
Home Address:		City, State Zi	p:	
Please circle the type	of child care you work in:			Name of Child Care you work in:
Licensed Family Center Other:	Residential Certificate	Licensed Center	Exempt	(Required) Position: (Required) Age Group: (Required) Start Date:

I have read, and included a signed copy of the Statewide Training Participant Code of Conduct with this registration form. (The Code of Conduct is found on page three of this form.)

<b>✓</b>	Course Title		Date	Course Fee	Amount Enclosed
	Looking to Learn	ми	Oct 1, 3 & 6	\$16	
	Family Child Care, Course 4	MU	Oct 2, 4, 9 & 11	\$16	
	Child Development: Healthy Care	ми	Oct 8, 9, 10 & 11	\$16	
	Child Development: Learning in the Early Years	MU	Oct 8, 9, 10 & 11	\$16	
	Infant and Toddler Care, Course 3	MU	Oct 8, 10 & 13	\$16	
	Child Development: Ages and Stages	ми	Oct 8, 11 & 13	\$16	
	Relationship Touchpoints, Course 3	ми	Oct 13 & 27	\$16	
	Creating Good Child Care	ми	Oct 15, 17 & 20	\$16	
	Theory and Best Practices, Course 3	ми	Oct 15, 17, 22 & 24	\$16	
	School Readiness, Course 2	ми	Oct 16, 18, 23 & 25	\$16	
	STAR Night		Oct 17	NONE	
	School Age, Course 2	ми	Oct 27 & Nov 3	\$16	
	Infant and Toddler Care, Course 1	ми	Oct 30, Nov 3 & 6	\$16	
	Guidance and Emotional Wellness, Course 4	ми	Nov 3, 6 & 8	\$16	
	Professionalism in Child Care	ми	Nov 3 & 10	\$16	
	Infant and Toddler Care, Course 2	ми	Nov 3 & 10	\$16	
	Child Development: Ages and Stages	ми	Nov 6, 8 & 10	\$16	
	Strong and Smart	ми	Nov 6, 8, 13 & 15	\$16	
	Relationship Touchpoints, Course 4	ми	Nov 10 & 17	\$16	
	Child Development: Learning in the Early Years	ми	Nov 12, 13, 14 & 15	\$16	
	Emergency Preparedness in Childcare Settings	MU	Nov 12 & 15	\$16	

<b>✓</b>	Course Title		Date	Course Fee	Amount Enclosed
	CDA Orientation: A Great Place to Start		Nov 14	NONE	
	Working Together	MU	Nov 17, 19 & 21	\$16	
	Guidance and Emotional Wellness, Course 3	MU	Nov 19, 21, 26 & 28	\$16	
	Theory and Best Practices, Course 4	MU	Nov 27, 29 & Dec 1	\$16	
	Child Development: Healthy Care	MU	Dec 1, 3 & 5	\$16	
	Infant and Toddler Care, Course 4	MU	Dec 3, 5 & 8	\$16	
	Special Needs, Course 2		Dec 3, 5 & 8	\$16	
	Advanced Child Development		Dec 4, 6 & 8	\$16	
	Learning to Get Along		Dec 4, 6 & 8	\$16	
	A Great Place for Kids	MU	Dec 4, 6, 11 & 13	\$16	
	The Director's Toolbox, Course 2		Dec 11, 13, 18 & 20	\$16	
	STAR Night		Dec 19	NONE	
	ce Use Only (Please DO NOT write in this space)  Received:		Total Amount Enclosed:		

The course fees collected from participants is a registration fee and does not offset the actual cost of training.

All Care About Childcare programs are funded by the Federal Child Care and Development Fund, the Department of Workforce Services Office of Child Care.

No refunds are available, credit vouchers will be issued to those who cancel at least three days before the course starts.

\*\*PLEASE Do Not Forget to Read, Sign & Mail the Participant Code of Conduct\*\*with each Registration Form (see next page)

#### Care About Childcare at Children's Service Society Course Cancellation Due to Weather or Disaster Policy

CAC at CSS will only cancel a course due to extreme weather, disaster or other safety/emergency situations. If a course is cancelled there will be a recording on the voice mail system of the Professional Development Coordinator's line at: 801-326-4379 stating that the course has been cancelled. The decision to cancel a course due to weather conditions will occur approximately at 4:00 pm for weekdays and by 7:00 am on Saturdays. The instructor will be notified of the decision and an attempt to notify the course participants that a course is cancelled will be made by the PD Department by telephone and e-mail.

The decision will not be made before 4:00 pm for weather reasons. Cancelled sessions of courses will be rescheduled as soon as possible. Participants will be notified when the make-up session for a cancelled course has been scheduled.





#### **Professional Development System Participant Code of Conduct**

- 1. Punctuality / Attendance: I understand that I must be in class at or before the time scheduled for class to begin in order to obtain credit for the class. If I arrive after the time that class is scheduled to begin, I may be able to use the time that I was actually in attendance for licensing credit, but I will have to repeat the full 2 1/2 hour session to get Career Ladder credit for the course. This includes returning on time from breaks and lunch. Class will begin when the instructor determines that it is time to start. I understand that if I am not present during the entire class period, I will not receive Career Ladder credit for the session, and will have to repeat the full 2 1/2 hour session in order to receive credit for the course.
- 2. Disruptive Behavior: I will be respectful to all personnel that support the Professional Development System (e.g.: Care About Childcare staff, URPD staff, OCC staff, etc.). I will not use obscene, profane, threatening, discriminatory, harassing or abusive language. During class, I will be respectful to the instructor and others in attendance during each class session. I will not engage in any conversation or behavior that is disruptive or disrespectful to the instructor or other participants in the class. I will attentively participate in class. I will not text message or make cell phone calls during class time. I understand that I am required to turn my cell phone and/or other electronic devices off or turn them to vibrate during class time. I will limit all cell phone calls to break time or after class time. I will not engage in disruptive private conversations during class time. If I must bring food or drink to class, I will eat quietly and will not allow food or drink to become disruptive or distracting to the instructor or other class participants.
- 3. Illegal Activity/Health & Safety: I understand that any illegal activity, including behavior that threatens the health or safety of the instructor or another class participant before, during or after class will be cause for my immediate expulsion from class and permanent suspension from participation in the Career Ladder and the Professional Development Incentive, and that such behavior may be reported to law enforcement. I understand that I may be asked to leave a class if my condition prevents me from participating or is disruptive to the class environment.
- **4. Children:** I understand that adult training classes are not a developmentally appropriate environment for children of any age. I will not bring children to class.
- 5. Class Roll: I understand that in order to receive credit for each class session, I must sign my full legal name on the roll before class begins. I understand that failure to do so will result in my not receiving credit for the class session. I understand that I may not sign the roll for someone else.
- **6. Confidentiality:** I understand that confidentiality is extremely important. I understand that I must keep all names and other identifying information confidential when I am relating a story during class or asking for guidance regarding certain issues. I also understand that it is my responsibility to keep sensitive issues discussed during class in confidence, and not discuss it with family or friends outside of that classroom setting.
- 7. Refunds: I understand that class registration fees are non-refundable. I understand that if I notify the host training agency a minimum of three days in advance that I am unable to attend a course for which I am registered, that my registration fee may be able to be credited toward another class. I understand that it is my responsibility to contact the host training agency to make these arrangements.
- 8. Non-Compliance: I understand that, in cases of infractions of a minor severity (behavior that has been determined to be disruptive but not illegal), that I will be allowed one issued verbal warning upon the first violation of the above listed rules. I understand that upon the second such infraction, I will be suspended from participation in the Career Ladder and Training and Professional Development Incentive for one year from that infraction date. I understand that upon the third such infraction I will be permanently barred from participation in the Career Ladder and Professional Development Incentive System. I understand that upon the first incident of any violation in which I engage in illegal activity (including threatening or intimidating behavior), that I will be permanently banned from participation in the Career Ladder and Training and the Professional Development Incentive System, and that such action may be cause for intervention by law enforcement and/or other legal action.

Print Name	
Signature	Date

Last revised: 12 June 2018

#### PFCCA Needs You!



Are you interested in serving on a board that supports efforts and has a voice for family child care providers? In keeping Utah's family child care strong? In helping to provide trainings and support for family child care providers?

#### Then we need you!

PFCCA currently has openings for a treasurer, social media and newsletter director, and webpage editor.

#### Contact president@pfcca.org for more information

#### IOBSEARCH SUPPORT FUND

Kids In Care is available to pay up to 150 hours of child care per family.

FREE child care for qualifying families!

For eligibility requirements and an application please contact Taylor at Care About Childcare (A program of Children's Service Society)



Phone: 801-326-4399 KIC@cssutah.org www.cssutah.org/kids-in-care

The goal of the Kids in Care Job Search Fund is to ensure that recently unemployed parents have access to regulated child care at no cost while they engage in formal job search activities. Do you have a parent in your program that could use some help?

#### Earn One Career Ladder Training Hour Through

**Childcare Providers Introduction to Shaken Baby Syndrome Online Training** 

Developed by experts at the



National Center on Shaken Baby Syndrome

Training includes the latest information on:

- Basics of Shaken Baby Syndrome
- The Period of Purple Crying
- Soothing a Crying Baby
- Coping with a Crying Baby
- Recognizing Child Abuse
- Reporting Child Abuse

Register at http://training.domtshake.org

Only \$5 per User



# Training Opportunities from the Child Care Licensing Program

All classes are free. Child Care Licensing offers several different types of trainings. There are no costs for attending any of the classes offered. However, pre-registration is required. If no one is registered within 48 hours, the class will be cancelled. Participants may register by contacting any of the following persons:

- Call or text Charlotte Woodward 801-828-8497 or email at cwoodward@utah.gov
- Call the North Region Office 801-273-6617.
- Call the South Region Office 801-374-7688.

Classes are held at venues independent of the Child Care Licensing Program. If you have any questions about the class, please contact the trainer rather than the venue.

New providers are required to complete a New Provider Training.

These classes review the application process and the steps required to obtain a license. These classes are general classes that can be attended by any provider seeking a license.

All New Provider Trainings will be offered as an online class only.

New center directors are required to attend a New Center Director Training.

This class reviews what the expectations are for compliance with the rules and the responsibilities of the directors.

No children are allowed in classes.

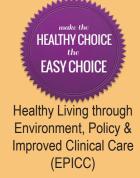
These trainings are not conducive to children and are geared for adult learners. Children may be disruptive and make it hard for others to listen. Please make other arrangements for your children.

For more information on training and requirements please go to http://health.utah.gov/licensing/Trainings.html

#### **USEFUL LINKS**



Workforce Services (DWS)



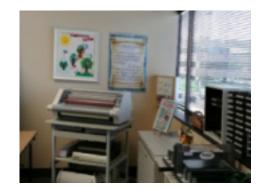


#### Theme Boxes & Story Stretchers

are tools to support active developmentally appropriate learning while enhancing a larger theme. Use your knowledge of children's abilities and interests to select activities from these boxes for the ages of the children in your care.



**Laminate** for \$.50 cents a foot. Preserve the resources that you use over and over again in your child care program. In the long run, it will save you time and money!



# 2esource Lending Library 655 Fast 4500 South Suite 200

S55 East 4500 South Suite 200 Salt Lake City, UT 84107 Monday - Friday 8:30 am- 5:00 pm

The Resource Lending Library was developed to bring resources and ideas to providers to build quality child care experiences!

#### Die Cut, CriCut and Binding

machines are available to help you enhance your projects. If you need to learn how to use the machines, call Lilian at 801-326-4377 to schedule an appointment.



#### Learn @ Home Program

CAC has assembled training videos & materials that are intended to assist providers as they strive to improve children's health, safety, & developmental needs.



Children want the same things we want. To laugh, to be challenged, to be entertained, and delighted.

Dr. Seuss



**Care About Childcare Resource Open House** 



and Star Night



#### Resource Open House - 5:00-6:45 pm

- Check out materials from the Lending Library.
- Purchase inexpensive surplus materials from the General Store.
- Laminate materials (.50 per foot)
- Use the die cut, CriCut & binding machines.



#### STAR Night - 7:00-8:00 pm.

- Learn how to improve the quality your child care program
- Receive a one hour training
- · certificate.
- Hear about updates & change regarding current Early Childhood agencies.
- Network and build friendships.

#### **TOPICS THIS QUARTER WILL HIGHLIGHT:**



ITERS-3 ECERS-3

Resources for the Quality Improvement (CCQS)

October 17, 2018

Basics of Developmentally Appropriate Practice (DAP)

**December 19, 2018**Winter Celebration

Participation is free of charge. Registration is required to attend. Enroll online at: https://careaboutchildcare.utah.gov/provider/calendar.aspx or call Lilian at 801-326-4377













## **Utah's Child Care Quality System**

Phased in implementation beginning October 2019

**Utah is currently developing** a new Child Care Quality System (CCQS). This system will help parents make informed choices about the child care program their child attends so that the program will better prepare their child for kindergarten and life. This system will also ensure government child care subsidies are supporting quality programs.



#### **NEW FEDERAL REQUIREMENT FOR SUBSIDY RATES**

The federal Child Care Development Fund law requires all states to consider the level of quality when establishing subsidy rates for child care providers. As a result, Utah must identify the quality of its child care programs and publish the results to the general public. This requirement supports information child care providers already know — children in high-quality child care programs that support their growth and development are better prepared for kindergarten and life.



#### **QUALITY RATINGS FOR CHILD CARE PROVIDERS**

Participation is voluntary for child care programs not covered by state child care subsidies; however, all licensed programs will be eligible to receive a rating. All programs that care for children covered by child care subsidies will receive a rating. That rating will then be used to establish the subsidy rate for the child. Each participating provider will receive a rating based on points achieved in five areas that influence quality:

#### Licensing | Quality Indicators | Education of Director and Staff Language, Literacy, Interactions | National Accreditation

There are four levels of quality ratings that a provider could receive from the new Child Care Quality System. Providers that receive "High Quality" or "High Quality Plus" ratings will receive a higher subsidy payment.

Beginning October 2019, all provider ratings will be available to the public on the <u>Care About Childcare</u> website.



#### **HOW THIS HELPS CHILD CARE PROVIDERS**

- **Higher Subsidy Rate:** Programs rated "High Quality" or "High Quality Plus" will receive a higher subsidy payment.
- **A Valuable Marketing Tool:** Receiving a high-quality ranking from the state is an impressive selling point for providers as they promote their business.
- **Funding Resources:** The Office of Child Care is reallocating funds to help providers achieve a higher rating.





#### HOW THIS HELPS PARENTS

The Office of Child Care is committed to helping parents make informed choices on child care. Nationally, the quality of a child care program is important to parents who rely on child care while they are working. The new system is an important way to inform parents about the quality of child care programs, which will help them select a provider that meets their needs. In addition to quality, parents also consider the location, cost and personal recommendations when making their selection.



#### PROVIDER FEEDBACK

The Office of Child Care values the expertise of the state's child care providers and appreciates the efforts they have made to provide safe and healthy settings for Utah's young children. The office received feedback from many providers while developing the new system in an effort to balance the needs of the children with a program's business needs. Feedback and recommendations will continue to be received through the CCQS subcommittee, the Office of Child Care Advisory Council and statewide public meetings.

A survey was also sent to all child care providers about the costs of managing a quality program. This feedback will help the Office of Child Care determine how to reallocate funds to support providers that want to achieve higher quality ratings.



Questions? Contact the Office of Child Care at occ@utah.gov



#### Child Care Quality System:

## **Leadership & Professional Development**



## Professional Development System Goal:

Utah child care providers are well educated.

**THE CHILD CARE QUALITY SYSTEM** is designed to achieve this goal. In the past, 85% of professional development funding went to 11% of providers and did not lead to increased retention in the profession. The Office of Child Care is re-prioritizing professional development funding to:

#### **Increase Investments in Classes:**

- CDA scholarships and cohorts
- •T.E.A.C.H. scholarships
- Early EdU classes

 Professional development reimbursements to off-set costs of completing Career Ladder classes



#### **Update the Career Ladder:**

- Increase access to Career Ladder approved classes through expanded online and face-to-face classes and accepted equivalencies
- Recognize caregivers with advanced degrees through two additional Career Ladder Levels
- Detail early childhood education career pathways in Utah

#### **Reward Professional Achievements:**

OCC will continue to celebrate professional achievements through a revised Professional Development Incentive (PDI). (Effective July 1, 2019)



Level 1	Levels 2-3	Level 4	Levels 5-8	Level 9	Level 10	Level 11	Level 12
\$100	\$200	\$300	\$400	\$500	\$1,000	\$1,500	\$2,000
Health, Safety, Basic Child Development	Areas of Child Development	CDA or Demonstrated Competency (DC)	Specialty Topics in Early Childhood and Youth Care	Associate Degree (related field)	Bachelor's Degree (related field)	Master's Degree (related field)	Doctorate Degree (related field)

Incentive amounts may be awarded to eligible applicants at the successful completion of each level. One incentive may be earned per level.

For more details, visit urpd.usu.edu



## **Provider Training & Resource Contacts**

С	PR & First Aid Training						
Steve Thorkalson (English & Spanish)	· · · · · · · · · · · · · · · · · · ·						
Save-A-Heart (\$5.00 Discount for Providers)	http://www.saveaheartofutah.com	801-582-7114					
An Act of Caring	http://www.anactofcaring.com	801-598-8370					
American Red Cross	http://www.redcross.org/what-we-do/training-education	801-323-7000					
	Food Handlers Permit \$30.00 fee						
West High School	1st & 3rd Tuesday- Bring Cash and your ID	801-578-8518					
Entrada High School	1st & 3rd Tuesday- Bring Cash and your ID	801-826-6675					
Taylorsville High School	aylorsville High School Wednesday- Bring Cash and your ID						
On-Line Course	http://www.statefoodsafety.com/	801-494-1416					
Kitchen Inspection \$60.00 fee							
Salt Lake County Health Department	http://slco.org/health/food-protection/child-care-facilities/	385-468-3845					
1	New Licensee Training						
New Provider Training	https://childcarelicensing.utah.gov/Trainings.html	801-273-6617					
Food & Nutrition Programs							
Child Care Food Program	http://www.fns.usda.gov/cacfp/child-and-adult-care-food-program	801-538-7680					
Helping Hands	http://www.helpinghandsutah.com/	801-955-6234					
Fingerprints							
Care About Childcare	By appointment only	801-355-4847					
Department of Public Safety	http://bci.utah.gov/	801-965-4445					





#### Care About Childcare CDA Program

#### Are you interested in advancing your Professional Development?

Care About Child Care at Children's Service Society would like to assist you in achieving your CDA!

#### Benefits

- Great way to show Demonstrated Competency in the Early Childhood field.
- Achieve a level 4 on the Career Ladder
- Shows your ability to put what you learn into action each day.

#### Interested?

- Interested? Still deciding? Please register for an upcoming FREE CDA Orientation.
- The Orientation covers an overview of the process, eligibility and training requirements, what classes to register for next, how the classes you take fit into the Career Ladder system, etc.

#### Workshops

- The workshops cover various topics including:
  - The 6 Competency Standards and 13 Functional Areas as defined by the CDA Council
  - Organization and components of the Professional Portfolio.
- Verification Visit, Reflective Dialogue, and the CDA Exam.
- And much more!

#### Its FREE!

• The Services, and materials, we provide are FREE to providers in licensed programs and designed to assist you through each step of the process!

If you have any questions about the support available, please contact the CDA Consultant:

Sian Anderson 801.326.4383 sian@cssutah.org





#### WHAT TO EXPECT

Through lecture, videos and hands-on practice, you will be able to respond confidently to emergency situations. Skills and

- All topics of CPR, AED and First Aid
   o Adult, Child and Infant CPR & Choking
   o Automated External Defibrillator (AED) Use\*
  - o Bleeding Control and Bandaging o Bites and Stings

  - o Epinephrine Auto-Injector
- Indoor, Playground and Water Safety
- Recognizing Maltreatment of Children
- Dehydration
- And many more!

\*Optional topic

## **CHILDREN'S SERVICE** SUPPORT GROUP

#### WHEN

#### Tuesdays

October 9, 2018 **January 8, 2019** July 9, 2019 October 8, 2019

6:30pm-8:00pm

#### WHERE

**Children's Service Society** 655 East 4500 South Suite 200 Salt Lake City UT 84107

RSVP please · 801-541-0266 · allison@cssutah.org · www.cssutah.org

#### **JOIN US FOR** OUR **OUARTERLY** ADOPTIVE **PARENT** SUPPORT GROUP

We have a variety of topics and events for each group about adoption related topics.

**PLEASE FEEL FREE TO BRING** A SNACK TO **SHARE OR YOU CAN BRING YOUR DINNER TO EAT DURING** THE GROUP.



#### Two-Year Certification Card | Nationally Recognized Program



#### BIRTHPARENT SUPPORT GROUP

TUESDAYS AUGUST 14, 2018 NOVEMBER 13, 2018 FEBRUARY 12, 2019 MAY 14, 2019 AUGUST 15, 2019

6:00-7:30 PM

COME JOIN CHILDREN'S SERVICE SOCIETY FOR A FREE PROCESS SUPPORT GROUP: ALL BIRTH PARENTS (BOTH MOTHERS AND FATHERS) ARE ENCOURAGED TO COME REGARDLESS OF TIME OF PLACEMENT, OR AGENCYYOU PLACED THROUGH.



Food Provided

& Course Information

Ron Lindsay

801-885-0363

rwlindsay@pe4n6.com

Day, evening and weekend courses are available

Please feel free to bring a support person or friend.

RSVP preferred: call or text

(385) 377-6130 hope@cssutah.org

"Being able to share my story was really helpful." Birthmother

Children's Service Society 655 E. 4500 S. Suite 200 Salt Lake City, UT

## ADULT ADOPTEE GROUP

#### WHEN **Tuesdays**

**September 11, 2018 December 11, 2018** March 12, 2019 **June 11. 2019 September 10, 2019** 6:00pm-7:30pm

#### WHERE

**Children's Service Society** 655 East 4500 South Suite 200 Salt Lake City UT 84107



RSVP Preferred · 385-266-4954 · natalie@cssutah.org www.cssutah.org

#### **FOOD PROVIDED**

Please feel free to bring a support person or friend

MANY **ADOPTEES STRUGGLE** WITH ISSUES **RELATING TO** THEIR **ADOPTION** You are not alone.

**Lots of people want** to know about where their produce comes from and how it was grown... so why is it so hard to understand that lots of adopted people want to know the same things about themselves." -Dahlquist