

# Training Requirements in Certified Child Care

## Sudden Infant Death Syndrome (SIDS)

Each certified family and in-home child care operator and all employees and volunteers of a certified family or in-home child care operator who provide care and supervision for children under one year of age shall receive training in the most current medically accepted methods of preventing sudden infant death syndrome (SIDS) before the date on which the child care operator is certified or the employment or volunteer work commences.

Effective September 2001 SIDS training is included in the following department-approved non-credit trainings: Introduction to Child Care Profession and Fundamentals of Infant/Toddler Care.

For more information on SIDS visit <https://dcf.wisconsin.gov/cccertification/training> and click on the Sudden Infant Death Syndrome Reducation (SIDS) Training Requirements link:

**Acceptable Credit-Based Alternatives to the Introduction to the Child Care Profession Course**

A broad-based university or technical college credit course (2 or more credits) in an area that applies to early childhood/child development may meet the requirements for the Introduction to the Child Care Profession; however, the Fundamentals of Family Child Care Course and CPR training are still required. Examples of broad-based courses that meet the Introduction to Child Care Profession requirement include, but are not limited to, Child Development, Child Psychology, etc. See links below for more detail regarding acceptable broad-based credit courses:  
[Entry Level Training Alternatives for Early Childhood Professionals](#)  
[Entry Level Training Alternatives for School Age Professionals](#)

**Sudden Infant Death Syndrome Reduction (SIDS) Training Requirements**

Anyone who cares for children less than 12 months of age in a certified child care program must be trained on SIDS risk reduction methods. This requirement pertains to the certified operator and any other providers, including substitutes, volunteers, helpers, employees and emergency back-up providers. SIDS training was incorporated into the department-approved entry level training, Introduction to the Child Care Profession, offered by [department-approved agencies](#) effective September 2001. If an operator / provider completed this course after September 2001, she has met the SIDS training requirement. If not, the following SIDS training options are available for certified operators in various Wisconsin counties and tribes.

**Additional SIDS Resources:**

- [What Does a Safe Sleet Environment Look Like?](#) Spanish
- [Safe Sleep for Your Baby](#) Spanish
- [Video - New York Loves Safe Babies](#) online in English or Spanish
- [Free Online Class Reducing the Risk of SIDS and SUID in Early Education and Child Care](#)
- [In-person SBS/SIDS classes](#)

• [Shaken Baby Syndrome Prevention \(SBS\) Training Requirements](#)

• [Computer-Based Trainings for Applicants and Certified Operators](#)

• [Suspected Child Abuse and Neglect Training](#)

• [Other Training Resources](#)

• [Continuing Education](#)

## Shaken Baby Syndrome and Abusive Head Trauma Prevention

Each certified family child care operator, certified in-home child care operator, employee, and volunteer who provides care and supervision for children under 5 years of age shall receive *department-approved training* on shaken baby syndrome (SBS), Abusive Head Trauma Prevention (AHT) and appropriate ways to manage crying or fussing children.

Department-approved SBS training was added to the following department-approved non-credit courses effective 7/1/05: Introduction to Child Care Profession and Fundamentals of Infant/Toddler Care. The SBS training was updated and renamed Abusive Head Trauma Prevention in 2020. By September 1, 2020, department-approved SBS trainers offering a stand-alone class, department-approved agencies providing non-credit department-approved entry level training courses (Introduction to the Child Care Profession and Fundamentals of Infant & Toddler Care), instructors of Wisconsin Technical College courses for credit, and high school teachers of the DPI Assistant Child Care Teacher course must begin using the new AHT Prevention training. Both the SBS training and the new AHT training will meet the department's training requirement through August 31, 2020.

Department-approved AHT Prevention trainers may offer in-person or virtual AHT Prevention Training. The virtual training mirrors the in-person training using a format that includes audio/visual and an ability for trainees

to participate and engage in conversation with the trainer. To find an upcoming in-person or virtual AHT Prevention Training, visit the [Wisconsin Registry](#).

In October 2020 the Child Abuse and Neglect Prevention Board and DCF developed an [online AHT Prevention Training for Child Care Providers](#). The online training is free, takes approximately 30-45 minutes to complete and results in a certificate of completion. Instructions for completing the training and a link to the online training are available on the department's AHT Prevention Training for Child Care Providers webpage: <https://dcf.wisconsin.gov/ccic/aht-training>.

Individuals who complete the department-approved online AHT Prevention training do not need to do any follow-up training. As a result of the online training being available, there is no longer a need for pre-training videos previously used for those unable to attend an in-person training prior to caring for children.

AHT FAQs: <https://dcf.wisconsin.gov/ccic/aht-training-faq>

For more information on SBS / AHT visit <https://dcf.wisconsin.gov/cccertification/training> and click on the Shaken Baby Syndrome Prevention (SBS) and Abusive Head Trauma (AHT) Prevention training Requirements link or visit <https://dcf.wisconsin.gov/ccic/aht-training>.

**Acceptable Credit-Based Alternatives to the Introduction to the Child Care Profession Course**

A broad-based university or technical college credit course (2 or more credits) in an area that applies to early childhood/child development may meet the requirements for the Introduction to the Child Care Profession; however, the Fundamentals of Family Child Care Course and CPR training are still required. Examples of broad-based courses that meet the Introduction to Child Care Profession requirement include, but are not limited to, Child Development, Child Psychology, etc. See links below for more detail regarding acceptable broad-based credit courses:  
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- ▶ Sudden Infant Death Syndrome Reduction (SIDS) Training Requirements
- ▶ **Shaken Baby Syndrome & Abusive Head Trauma Prevention Training Requirements**
- ▶ Computer-Based Trainings for Applicants and Certified Operators
- ▶ Training in Child Abuse and Neglect
- ▶ Other Training Resources
- ▶ Continuing Education

Anyone who cares for children less than 5 years of age in a certified child care program must be trained on Shaken Baby Syndrome (SBS) and Abusive Head Trauma (AHT) Prevention. This requirement pertains to the certified operator and any other providers, including substitutes, volunteers, helpers, employees, and emergency back-up providers. Only department-approved trainers may offer the SBS and AHT training. SBS training was incorporated into the department-approved entry-level training *Introduction to the Child Care Profession*, offered by department-approved agencies effective July 1, 2005. If an individual completed this training (online, correspondence or in person format) after July 1, 2005, s/he has met the SBS/AHT Prevention training requirement.

## Preservice Training Requirements

Effective 4/1/18 all certified family child care operators, including in-home operators, caregiver employees and volunteers shall successfully complete department-approved preservice training within three (3) months of certification:

- Introduction to the Child Care Profession (Module A)
- Fundamentals of Family Child Care
- Infant/Child Cardiopulmonary Resuscitation (CPR)
- Training in Child Abuse and Neglect (*Effective 9/30/19*)

Agencies approved by the department to teach the *Introduction to the Child Care Profession* and *Fundamentals of Family Child Care* courses are located here: <https://dcf.wisconsin.gov/files/publications/pdf/5202.pdf>.

**CPR** training must result in a certificate of completion. If the certificate of completion does not have a date specifying the length of time for which it is valid, the CPR training must be renewed every year.

Note: Although certification does not require a [department-approved course](#) in infant/child CPR or training in the use of an automated external defibrillator, child care licensing rules do require these specific trainings. For more information regarding licensing requirements please visit the [child care licensing rules page](#).

**Training in child abuse and neglect (CAN)** laws and identifying, documenting, and reporting child abuse and neglect is a new requirement effective 9/30/19. A person who completed a non-credit, department-approved course called the *Introduction to the Child Care Profession* will have met the child abuse and neglect training requirement. Additional CAN training options include, but are not limited to, the following:

Free online CAN course: <https://media.wcwpds.wisc.edu/mandatedreporter/>

Review of resources available on the DCF website: <https://dcf.wisconsin.gov/cps/mandatedreporters>

In-person training offered by a local Child Care Resource and Referral agency or as posted with The Registry: <https://wregistry.org/>

Remember to document any independent learning using this form: <https://dcf.wisconsin.gov/files/forms/pdf/2114.pdf>

New applicants meeting preservice training requirements may be granted regular certification. New applicants not yet meeting preservice training requirements may be granted provisional certification, but must complete required preservice training within three (3) months of certification.

Information regarding acceptable alternatives to completing the Introduction to the Child Care Profession and/or Fundamentals of Family Child Care courses is located here: <https://dcf.wisconsin.gov/cccertification/training>.

Acceptable alternatives to completing the Introduction to the Child Care Profession and/or Fundamentals of Family Child Care courses are outlined below.

- ▶ Option 1 - For-Credit Broad-Based Courses
- ▶ Option 2 - College Degree in Early Childhood Education (ECE)
- ▶ Option 3 - College Degree in Education (not ECE)
- ▶ Option 4 - High School Child Development Curriculum/Coursework

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- [Entry Level Training Alternatives for Early Childhood Professionals](#)
- [Entry Level Training Alternatives for School Age Professionals](#)

▶ Sudden Infant Death Syndrome Reduction (SIDS) Training Requirements

Preservice training for other caregivers:

A provider who is an employee or volunteer of the child care operator and who is involved in the care and supervision of children on behalf of the operator is also subject to preservice training requirements listed above.

A substitute is someone who replaces the certified child care operator on an infrequent pre-arranged or planned basis. A substitute who replaces the certified operator on an infrequent, pre-arranged basis is not required to meet preservice training requirements until the substitute has worked for 240 hours. If there is no regularly scheduled provider other than the "substitute" the substitute is considered the "provider" and must meet preservice training requirements within 3 months after employment or volunteer work commences.

## Continuing Education

Regular certified child care operators must complete 5 hours of continuing education annually. At least 5 hours of continuing education must be in a topic broadly or specifically related to health and safety or child development and may be non-credit or credit-based education. Types of training acceptable may include workshops, conferences, seminars, lectures, correspondence courses, home study courses and independent reading/viewing of educational materials. The time spent renewing cardiopulmonary resuscitation training may be counted towards the required continuing education hours.

Requirement also applies to employees/volunteers who work regularly in the program and a substitute who has worked at least 240 hours in the family child care setting and completed preservice training.

Continuing Education Resources: <https://dcf.wisconsin.gov/files/publications/pdf/5252.pdf>

## The Wisconsin Registry

**The Wisconsin Registry:** <https://wiregistry.org/> Find training by subject, location or browse the Wisconsin Registry's current course catalog.



## Contacts

Contact your local certification agency for more information regarding certification training requirements.

<https://dcf.wisconsin.gov/files/ccregulation/cccertification/certifiers.pdf>

Training requirements for *licensed* family child care is located here:

<https://dcf.wisconsin.gov/ccregulation/providers> (Click on the training link)

• Forms & Publications

• Homelessness

• Inclusion

• Recalls

• Resources

• Rules

• **Training**

The Department of Children and Families has approved non-credit courses that meet entry-level training for child care workers. The courses are competency-based and each approved agency offering a course must ensure that students can demonstrate their understanding of the subject matter before issuing a certificate of completion. These courses will meet the requirements under DCF 250 (Licensing Rules for Family Child Care Centers) and DCF 251 (Licensing Rules for Group Child Care Centers). The names of the Department-approved entry-level courses are:

- Introduction to the Child Care Profession (replaced Early Childhood 1)
- Fundamentals of Infant and Toddler Care (replaced infant/Toddler)
- Fundamentals of Family Child Care
- Skills and Strategies for the Child Care Teacher (replaced Early Childhood 2)
- 10-hour Administrator
- 10-hour School-Age Assistant Child Care Worker

Information regarding the non-credit entry-level courses and other training is located in the following documents:

- Acceptable entry level training alternatives for early childhood professionals#
- Acceptable entry level training alternatives for school-age professionals#
- Automated External Defibrillator (AED)#
- Child Safety Alarms in Child Care Vehicles# (PowerPoint Presentation with Notes)
- Converting Credits to Hours of Training
- CPR - Approved Providers & Courses#
- DCF Approved Agencies Offering Non-Credit Child Care Courses (DCF-P-5202)#
- Entry Level Non-Credit Courses for Licensed Child Care Centers (DCF-P-PFS4091) - English# / #Español# / Spanish#

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