

MARYLAND STATE DEPARTMENT OF EDUCATION

**Division of Early Childhood Development - Office of Child Care
Record of Professional Development Coursework**

Time Period Covered:

Month ____ Year ____ to Month ____ Year ____

Name: _____

Party ID # _____ **Date Registered or Hired** _____

*During the **1st year, Family Child Care Providers** must take **18 clock hours** of continued training with a minimum of 12 clock hours in the following (4) Core of Knowledge areas: Child Development, Working with Mixed Age Groups, Health, Safety and Nutrition and Professional Practices.*

Position: ___ FCC Provider ___ Director ___ Teacher ___ Aide

***Family Child Care Providers, Directors, and Teachers** must take 12 clock hours of continued training annually with a minimum of 6 clock hours in the Core of Knowledge areas. **Aides** must take 6 clock hours of continued training annually with a minimum of 3 clock hours in the Core of Knowledge areas.*

Credentialing Level _____ **Expiration Date** _____

Course Title <i>(Please add course number if known.)</i>	*Core of Knowledge Area(s) <small>(Indicate number of clock hours in the appropriate areas)</small>						Electives <small>(no more than 6 hrs)</small>	Date Completed	Totals
	Child Dev	Curr	HSN	Spec N	Prof	Comm			
TOTALS									

<i>The following mandatory training must remain current.</i>	Course Title	Expiration Date
First Aid		
CPR ___ Adult ___ Child ___ Infant		

*Core of Knowledge areas are: Child Development (Child Dev), Curriculum (Curr), Health, Safety and Nutrition (HSN), Special Needs (Spec N), Professionalism (Prof), and Community (Comm)