TO: Approved Preservice Trainers and Training Organizations
FROM: Nancy Cahlink-Seidler, Training Coordinator
DATE: February 10, 2020
RE: Preservice Trainings

The purpose of this memorandum is to provide clarification to the revision and updating of all Preservice 45 hour trainings. Approved Trainers and Training Organizations that were approved to offer the 45 hour pre-service training can continue to offer these trainings. Based on the COMAR regulations COMAR 13A.14.08, Approved Trainers and Training Organizations must update the training materials every five (5) years from the original approval date.

Training materials must be updated and submitted by May 1, 2020. You will receive a confirmation or denial letter upon review of the materials submitted. If the updated materials are not received by May 1, 2020, your approval will be suspended.

If you have any questions regarding this policy, please contact Nancy Cahlink-Seidler, Training Approval Coordinator, nancy.cahlink-seidler@maryland.gov, or 410-767-7852.