



Ohio Administrative Code

Rule 5101:2-12-10 Training and professional development requirements for a licensed child care center.

Effective: October 29, 2021

(A) What are the health training requirements for a child care center?

(1) All child care staff members are to be currently trained in first aid and cardiopulmonary resuscitation (CPR) appropriate for the age and developmental levels of the children in care.

(a) First aid and CPR trainings are to be completed within the first ninety days of hire.

(b) Until all required individuals are current in the trainings, at a minimum, the center is to have at least one trained child care staff member on-site (in each building) during all hours of operation who meets this requirement.

(2) A center shall have at least one child care staff member on-site (in each building) during all hours of operation who is currently trained in the management of communicable disease.

(3) All child care staff members are to be currently trained in child abuse and neglect recognition and prevention.

(a) Child abuse and neglect recognition and prevention training is to be completed within the first sixty days of hire.

(b) Until all required individuals are current in the trainings, at a minimum, the center is to have at least one trained child care staff member on-site (in each building) during all hours of operation who meets this requirement.

(4) Trainings shall meet course and trainer requirements in appendix A to this rule.

(5) If a child care staff member meets the trainer requirements in appendix A to this rule for a health training, that person is considered to meet the training requirement for that health training pursuant



to paragraphs (A)(1) and (A)(2) of this rule.

(6) Audiovisual or electronic media training shall not be used to meet the CPR training requirement pursuant to paragraph (A)(1) of this rule unless there is also an in-person component of the training.

(B) What are the ongoing professional development training requirements for the administrator and child care staff members?

(1) Complete a minimum of six clock hours of training annually each fiscal year. The fiscal year is defined as July first through June thirtieth.

(a) Training topics include those listed in appendix B to this rule.

(b) Health trainings taken pursuant to paragraph (A) of this rule may not be used to meet the professional development training requirements.

(c) Audiovisual or electronic media training may be used to meet the required six hours of annual training.

(2) Child care staff members hired between January first and June thirtieth of each year are not required to complete the professional development requirements until the following fiscal year.

(3) A person designated and employed as a substitute child care staff member is not required to meet the professional development requirements. When the substitute child care staff member is used more than ninety days annually between July first and June thirtieth, professional development requirements are to be met. The center is responsible for documenting the number of days the substitute child care staff member worked for a period of eighteen months.

(C) What verification is needed on file at the center to document the completed training?

(1) The health trainings shall be documented by one of the following:

(a) Verification from the Ohio professional registry (OPR).



- (b) The JFS 01276 "Health Training Documentation for Child Care" .

- (c) Training cards or certificates issued by the training organization.

- (2) The on-going professional development shall be documented by one of the following:
 - (a) Verification from the OPR.

 - (b) Transcript of completion of college courses from an accredited university, college, or technical college.
 - (i) One quarter credit hour equals ten clock hours of training.

 - (ii) One semester credit hour equals fifteen clock hours of training.

 - (c) The JFS 01307 "Professional Development Documentation for Child Care" .

 - (d) Certificates indicating continuing education units (CEU). One CEU equals ten clock hours of training.

 - (e) Certificates issued by Ohio child welfare training centers.

- (3) A child care center administrator or owner shall, within five business days, provide current staff with copies of their training documentation upon request or upon separation from employment for any records not verified in the OPR.