



## Ohio Administrative Code

### Rule 5101:2-13-10 Training and professional development requirements for a licensed family child care provider and child care staff members.

Effective: October 29, 2021

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(A) What health training is required for a licensed family child care provider prior to licensure?

The family child care provider is to complete the following:

(1) Current certification in first aid and cardiopulmonary resuscitation (CPR). Training shall be appropriate for all of the ages and developmental levels of children in care.

(2) Current training in management of communicable disease.

(3) Current training in one of the following child abuse and neglect recognition and prevention trainings:

(a) Ohio department of job and family services (ODJFS) child abuse and neglect recognition and prevention training.

(b) Child abuse and neglect recognition and prevention training as described in appendix A to this rule.

(B) What health training is required for a licensed family child care provider once licensed?

(1) Maintain current certification in first aid and CPR. The training shall be appropriate for all of the ages and developmental levels of children in care.

(2) Maintain current training in management of communicable disease and child abuse and neglect recognition and prevention.

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



the training.

(C) What health training is required for a family child care staff member and a substitute child care staff member?

(1) Prior to being left alone with children, but within the first ninety days of hire, all child care staff members shall complete and remain current in the following:

(a) CPR.

(b) First aid.

(c) Management of communicable disease.

(d) One of the following child abuse and neglect recognition and prevention trainings:

(i) ODJFS child abuse and neglect recognition and prevention training.

(ii) Child abuse and neglect recognition and prevention training as described in appendix A to this rule.

(D) What are the requirements for the health trainings pursuant to paragraphs (A), (B) and (C) of this rule?

(1) The trainings are to meet course and trainer requirements in appendix A to this rule.

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

(3) If the 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 first aid, CPR, or management of communicable disease.



(E) What are the on-going professional development requirements for the licensed family child care provider and child care staff members?

(1) Complete a minimum of six clock hours of training annually in any of the categories listed in appendix B to this rule each fiscal year. The fiscal year is defined as July first through June thirtieth.

(2) A family child care provider licensed between January first and June thirtieth of each year is not required to complete the professional development requirements until the following fiscal year.

(3) A child care staff member hired between January first and June thirtieth of each year is not required to complete the professional development requirements until the following fiscal year.

(4) Health trainings taken pursuant to paragraph (A), (B), or (C) of this rule may not be used to meet the professional development training requirements.

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

(6) 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 in a fiscal year, professional development requirements are to be met. The family child care provider is responsible for documenting the number of days the substitute child care staff member worked for a period of eighteen months.

(F) What verification is needed on file at the home 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 family child care provider 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.