

General Staff Qualifications - WAC 170-300-0100

Role	Age	Years of Experience	Minimim Hiring Requirement	Education in Proposed WAC	<u>EXISTING</u> Worker Timeline	<u>NEW Worker</u> Grace Period	<u>NEW Worker</u> Timeline
Family Home Owner	18	None	High School Diploma	Initial Cert (12 credits)	3 years	Before Non-Expiring License	
Family Home Lead Teacher	18	None	High School Diploma	Initial Cert (12 credits)	3 years	2 years	2022
Family Home Assistant Teacher	18	None	High School Diploma	Initial Cert (12 credits)	3 years	2 years	2022
Family Home Aide	14	None	High School Diploma OR Enrolled	High School Diploma OR Enrolled	No Timeline Needed		
Family Home Volunteer	14	None	None Required	None	No Timeline Needed		
Center Director	18	2	Initial Certificate	State Cert (47 credits)	3 years	2 years	2024
Center Program Supervisor	18	2	Initial Certificate	State Cert (47 credits)	3 years	2 years	2024
Center Lead Teacher	18	None	High School Diploma	Short Cert (20 credits)	3 years	2 years	2022
Center Assistant Teacher	18	None	High School Diploma	Initial Cert (12 credits)	3 years	2 years	2022
Center Aide	14	None	High School Diploma OR Enrolled	High School Diploma OR Enrolled	No Timeline Needed		
Center Volunteer	14	None	None Required	None	No Timeline needed		

Existing Worker:
Someone already licensed

Grace Period:
Period of time between when WAC goes into effect and the New Worker Timeline.

New Worker Timeline:
Date all new workers need to meet the education requirement as proposed in new WAC prior to starting in their position.

Role Pre-Service Requirements - WAC 170-300-0106

Role	DEL Orientation	New Staff Program Orientation	PBC	TB	Child Care Basics	Recognizing and Reporting Child Abuse, Neglect and Exploitation	Emergency Preparedness	Shaken Baby/Abusive Head Trauma	Children Experiencing Homelessness	Safe Sleep	Medication Managemnet	(BBP) Prevention of Exposure to Blood and Body Fluids	CPR/First Aid	Food Handlers	
Renewal Required?	No	No	NA	NA	No	No	No	No	No	Annually	Annually	No	Yes Prior to Expiration	Yes Prior to Expiration	
Federal Requirement? (CCDF)			Yes	Yes	Yes: Includes CCDF H&S	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
Family Home Early Learning Provider	Family Home Owner	Yes	Before working with children	Yes	Before Licensed	Completed within 3 months of start date	Completed within 3 months of start date	Before licensed	Completed within 3 months of start date	Before licensed	Prior to giving medication to a child	Before licensed	Before working alone with children	Before serving food	
	Family Home Lead Teacher	If in charge 50% or more of the time			Before working unsupervised, within 3 months of start date			Before working with Infants or toddlers		Before working with Infants or toddlers.		Before working with children			
	Family Home Assistant Teacher				Yes for Regular Volunteers; No if always supervised										
	Family Home Aide														
Center Early Learning Provider	Center Director	Yes	Before working with children	Yes	Before Licensed	Completed within 3 months of start date	Completed within 3 months of start date	Before licensed	Completed within 3 months of start date	Before licensed for infants or toddlers	Prior to giving medication to a child	Before licensed	Before working alone with children	Before serving food	
Center Program Supervisor	No				Before working unsupervised, within 3 months of start date			Before working with Infants or toddlers		Before working with Infants or toddlers.		Before working with children			
Center Lead Teacher					Yes for Regular Volunteers; No if always supervised										
Center Assistant Teacher															
Center Aide															
Center Volunteer	No														

Green content is included in Child Care Basics by July 2018

Role	Pre-Service Requirements - WAC 170-300-0106																							
Role	DEL Orientation	Program Orientation Required?	Manage qualifications in Workforce Registry	PBC	TB	Child Care Basics	Recognizing and Reporting Child Abuse, Neglect and Exploitation	Emergency Preparedness	Shaken Baby/Abusive Head Trauma	Children Experiencing Homelessness	Safe Sleep	Medication Managemnet	(BBP) Prevention of Exposure to Blood and Body Fluids	CPR/First Aid	Food Handlers									
Renewal Required?	No	As Needed	No	Yes, 3 years	No	No	No	No	No	No	Annually	Annually	No	Yes Prior to Expiration	Yes Prior to Expiration									
Federal Requirement?	No	Yes	No	Yes	Yes	Yes: Includes CCDF H&S	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes									
Family Home Owner	Yes	No	Yes	Yes	Yes	Prior to being licensed	Yes	Yes	Before licensed	Yes	Before licensed	Prior to giving medication to a child	Before licensed	Before licensed	Yes, unless someone else in room is the staff person with									
Center Director	If in charge 50% or more of the time	Yes				Yes, before unsupervised or within 3 months - whichever is first.			Yes		Yes		Yes	Yes		No								
Center Program Supervisor						Yes											Yes	Yes	Yes	No				
Lead Teacher																					Yes	Yes	Yes	No
Assistant Teacher																								
Aide	No	Yes	Yes	Yes	Yes	Yes if caring for infants or toddlers	No	Yes If caring for children	No															
Volunteer										No	Yes	Yes	Yes	Yes	Yes if caring for infants or toddlers	No	Yes If caring for children	No						

Inservice Requirements WAC 170-300-0107

Role		Enhancing Quality of Early Learning	10 hours in-service	Leadership and Business Practice	Child Development
Renewal Required?		No	Annually	Yes 3 Years	Yes 3 Years
Federal Requirement? (CCDF)		Some Content	Yes	Yes	Yes
Family Home Early Learning Provider	Family Home Owner	Completed within 24 months of start date in licensed care, counts as inservice	Completed annually	Completed every 3 years	Completed every 3 years
	Family Home Lead Teacher				
	Family Home Assistant Teacher				
	Family Home Aide				
	Family Home Volunteer				
Center Early Learning Provider	Center Director	Completed within 24 months of start date in licensed care, counts as inservice	Completed annually	Completed every 3 years	Completed every 3 years
	Center Program Supervisor				
	Center Lead Teacher				
	Center Assistant Teacher				
	Center Aide				
	Center Volunteer				

Family Home Owner, Center Director Lead Teacher Assistant 10 hours annually, EQEL and renewal trainings (leadership and Business and Child Development)

Assistant Teachers Aides and Volunteers 10 hours annually, EQEL None

Program Impact - mostly WAC 170-300-0100

Role	Age	Years of Experience	Count in Ratio	Can be Left Alone
Family Home Owner	18	None	Yes	Yes
Family Home Lead Teacher	18	None	Yes	Yes
Family Home Assistant Teacher	18	None	Yes	Yes
Family Home Aide	14	None	Yes	No
Family Home Volunteer	14	None	occasional with PBC and training requirements	No
Center Director	18	2	Yes	Yes
Center Program Supervisor	18	2	Yes	Yes
Center Lead Teacher	18	None	Yes	Yes
Center Assistant Teacher	18	None	Yes	Yes
Center Aide	14	None	Yes	No
Center Volunteer	14	None	occasional with PBC and training requirements	No

	Who Needs it?	How long will it take?	2018	2019				2020				2021				2022				2023				
			0	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Initial Certificate (12 credits)	FCC: Owner, Lead Teacher, Assistant CCC:	Full Time Example (up to 15 credits)				12																		
		Part Time Example (up to 10 credits)				10	2																	
		One Class example (up to 5 credits)				5	5	2																
Short Certificate (12 + 8 = 20 Credits total)	CCC: Lead Teacher	Full Time Example (up to 15 credits)					8																	
		Part Time Example (up to 10 credits)						8																
		One Class example (up to 5 credits)							5	3														
State Certificate (20 + 27 credits = 47 credits total)	CCC: Director, Program Supervisor	Full Time Example (up to 15 credits)						14	13															
		Part Time Example (up to 10 credits)							8	8	8	3												
		One Class example (up to 5 credits)									3	3	3	3	5	5	5							

New WAC start

Existing Worker Timeline

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
Director	<p>WAC 388-150-180 Staff pattern and qualifications (2) Center managements. The licensee shall serve as or employ a director, responsible for the overall management of the center’s facility and operation. The director shall:</p> <p>(a) Be twenty-one years of age or older;</p> <p>(b) Serve as administrator of the center, ensuring compliance with minimum licensing requirements;</p> <p>(c) Have knowledge of child development as evidenced by professional references, education, experience, and on-the-job performance;</p> <p>(d) Have the management and supervisor skills necessary for the proper administration of the center, including:</p> <p style="padding-left: 20px;">(i) Record maintenance;</p> <p style="padding-left: 20px;">(ii) Financial management; and</p> <p style="padding-left: 20px;">(iii) Maintenance of positive relationships with staff, children, parents, and the community;</p> <p>(e) Have completed the following</p>	<p>WAC 388-295-1010 Who can be the director of a child care center? If you apply for a license to operate a child care center, you may be the director yourself, or you can hire a director. The director is responsible for the overall management of the center’s facility and operation and ensures that the center follows the minimum licensing requirements. The director must:</p> <p>(1) Be at least twenty-one years of age or older;</p> <p>(2) Have knowledge of child development as evidenced by professional reference, education, experience, on-the-job performance;</p> <p>(3) Have written proof of education including:</p> <p style="padding-left: 20px;">(a) A current child development associate certificate (CDA); or</p> <p style="padding-left: 20px;">(b) The following minimum number of college quarter* credits or combination of college quarter credits and</p>	<p>WAC 170-295-1010 Who can be the director of a child care center? If you apply for a license to operate a child care center, you may be the director yourself, or you can hire a director. The director is responsible for the overall management of the center’s facility and operation and ensures that the center follows the minimum licensing requirements. The director must:</p> <p>(1) Be at least twenty-one years of age or older;</p> <p>(2) Have knowledge of child development as evidenced by professional reference, education, experience, on-the-job performance;</p> <p>(3) Have written proof of education including:</p> <p style="padding-left: 20px;">(c) A current child development associate certificate (CDA); or</p> <p style="padding-left: 20px;">(d) The following minimum number of college quarter* credits or combination of college quarter credits and</p>	<p>WAC 170-295-1010 Who can be the director of a child care center? If you apply for a license to operate a child care center, you may be the director yourself, or you can hire a director. The director is responsible for the overall management of the center’s facility and operation and ensures that the center follows the minimum licensing requirements. The director must:</p> <p>(1) Be at least twenty-one years of age or older;</p> <p>(2) Have knowledge of child development as evidenced by professional reference, education, experience, on-the-job performance;</p> <p>(3) Have written proof of education including:</p> <p style="padding-left: 20px;">(a) A current child development associate certificate (CDA); or</p> <p style="padding-left: 20px;">(b) The following minimum number of college quarter* credits or combination of college quarter credits and</p>	<p>WAC 170-300-0100 General staff qualifications (2) Center Early Learning Program Licensees (or “Center Licensees”) must meet the requirements of a Center Director, listed in WAC 170-300-0100(3), or hire a Center Director who meets the qualifications prior to being granted an initial license. Center Licensees who fulfill the role of Center Director in their early learning program must complete all trainings and requirements for Center Directors. Weight #1</p> <p>(3) Center Directors or Assistant Directors manage the early learning program and set appropriate program and staff expectations.</p> <p>(a) The Center Director or Assistant Director must meet the following qualifications:</p> <p style="padding-left: 20px;">(i) Be at least 18 years old;</p> <p style="padding-left: 20px;">(ii) Have an ECE State</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
	<p>number of college quarter credits or department-approved clock hours in early childhood education/child development, or possess and equivalent educational background, or be a certified child development associate:</p> <p>(i) In centers licensed for twenty-five or more children, the director shall have completed forty-five or more credits;</p> <p>(ii) in centers licensed for thirteen through twenty-four children, the director shall have completed twenty-five or more credits;</p> <p>(iii) in centers licensed for twelve or fewer children, the director shall have completed ten or more credits; and</p> <p>(iv) in (i), (ii), and (iii) above, one-third of the credits may be clock hours.</p> <p>(f) Have two or more years successful experience working with children of the same age level as those served by the center as evidenced by professional references and on-</p>	<p>department-approved clock hours (ten clock hours equals one college credit) in early childhood education or child development:</p> <p>**CHART**</p> <p>If your center is licensed for:</p> <p>(i) Twelve or less the director must have completed at least 10 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 7. Of the total credits required, the maximum number that can be department-approved clock hours is 30 (replacing 3 college quarter hours)</p> <p>(ii) Thirteen through 24 the director must have completed at least 25 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 17.</p>	<p>department-approved clock hours (ten clock hours equals one college credit) in early childhood education or child development:</p> <p>**CHART**</p> <p>If your center is licensed for:</p> <p>(i) Twelve or less the director must have completed at least 10 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 7. Of the total credits required, the maximum number that can be department-approved clock hours is 30 (replacing 3 college quarter hours)</p> <p>(ii) Thirteen through 24 the director must have completed at least 25 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 17.</p>	<p>department-approved clock hours (ten clock hours equals one college credit) in early childhood education or child development:</p> <p>**CHART**</p> <p>If your center is licensed for:</p> <p>(i) Twelve or less the director must have completed at least 10 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 7. Of the total credits required, the maximum number that can be department-approved clock hours is 30 (replacing 3 college quarter hours)</p> <p>(ii) Thirteen through 24 the director must have completed at least 25 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 17.</p>	<p>Certificate or equivalent, as approved and verified in the electronic workforce registry by the department, within three years of the date this section becomes effective or from being employed at any licensed early learning program or licensed;</p> <p>(iii) Have two years of experience as a teacher of children in the age group(s) enrolled in the center and six months of experience in administration or management; and</p> <p>(iv) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108.</p> <p>(b) The Center Director or</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
	the-job performance; (g) Have planning, coordination, and supervisory skills to implement a high quality, developmentally appropriate program; (h) Have knowledge of children and how to meet children’s needs; and (i) Have completed one of the following prior to or within the first six months of employment or initial licensure, except as provided in subsection (2)(j) of this section: (i) twenty clock hours or two college quarter credits of basic training approved by the Washington state training registry system (STARS); or (ii) Current child development associate (CDA) or equivalent credential or twelve or more college quarter credits in early childhood education or child development; or (iii) Associate of arts or AAS or higher college degree in early childhood education or child development. (j) Directors who are already	Of the total credits required, the maximum number that can be department-approved clock hours is 80 (replacing 8 college quarter hours) (iii) Twenty-five or more the director must have completed at least 45 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 30. Of the total credits required, the maximum number that can be department-approved clock hours is 150 (replacing 15 college quarter hours) **Note: One college semester credit equals one and one half (1.5) college quarter hours (4) Have at least two years experience working with children the same age level as the center serves; (5) Not let the provision of child	Of the total credits required, the maximum number that can be department-approved clock hours is 80 (replacing 8 college quarter hours) (iii) Twenty-five or more the director must have completed at least 45 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 30. Of the total credits required, the maximum number that can be department-approved clock hours is 150 (replacing 15 college quarter hours) **Note: One college semester credit equals one and one half (1.5) college quarter hours (4) Have at least two years experience working with children the same age level as the center serves; (5) Not let the provision of child	Of the total credits required, the maximum number that can be department-approved clock hours is 80 (replacing 8 college quarter hours) (iii) Twenty-five or more the director must have completed at least 45 college quarter credits in early childhood education. Of the total credits required, the minimum number that must be college quarter credits is 30. Of the total credits required, the maximum number that can be department-approved clock hours is 150 (replacing 15 college quarter hours) **Note: One college semester credit equals one and one half (1.5) college quarter hours (4) Have at least two years experience working with children the same age level as the center serves; (5) Not let the provision of child	Assistant Director must provide the following services: (i) Be dependably available for the daily operation of the early learning program 50 percent or more of weekly operating hours, or designate a person with the qualifications of an Assistant Director or Program Supervisor to be on site when not present. Occasionally, a Director may act as a substitute teacher as long as it is not a regular duty which may interfere with management or supervisory responsibilities. (ii) Ensure the early learning program meets Foundational Quality Standards and is

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
	employed or licensed on the effective date of this rule must complete the training required in WAC 388-150-180(2)(i) prior to or within twelve months after the effective date of this rule.	care interfere with management or supervisory responsibilities (6) Be on the premises for the majority of the hours that care is provided and designate a person to be in charge that meets the qualification of a lead teacher when note present; and (7) Meet the STARS requirement and be listed in the state training and registry system (STARS).	care interfere with management or supervisory responsibilities (6) Be on the premises for the majority of the hours that care is provided and designate a person to be in charge that meets the qualification of a lead teacher when note present; and (7) Meet the STARS requirement and be listed in the state training and registry system (STARS).	care interfere with management or supervisory responsibilities (6) Be on the premises for the majority of the hours that care is provided and designate a person to be in charge that meets the qualification of a lead teacher when note present; and (7) Meet the STARS requirement and be listed in the state training and registry system (STARS).	developmentally appropriate for the ages of children being served; (iii) Ensure there is a curriculum philosophy and the philosophy has been communicated to all early learning program staff and parents. Ensure the curriculum philosophy serves all ages of children in the early learning program or designate a Program Supervisor with this responsibility; (iv) Have knowledge of community resources available to families, including resources for

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					children with special needs and be able to share these resources with families; and (v) Oversee early learning program staff professional development plans such as: (A) Providing support to staff for creating and maintaining staff records in the electronic workforce registry; (B) Setting educational goals with staff and locating or coordinating state-approved training opportunities for staff;

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					and (C) Observing and mentoring staff. Weight #6
Program supervisor	<p>WAC 388-150-180 (3) When the director does not meet the qualifications specified in subsections (2)(e),(f),(g), and (h) of this section, the director or licensee shall employ a program supervisor responsible for planning and supervising the center’s learning and activity program. In such cases, the director shall have had at least one three credit college class in early childhood development. The program supervisor shall:</p> <p>(a) Be twenty-one years of age or older;</p> <p>(b) Meet the education, experience and competency qualifications specified under subsection (2)(e),(f),(g),(h),(i), and (j) of this section; and</p> <p>(c) Discharge on-site program supervisory duties twenty hours or more a week.</p>	<p>WAC 388-295-1020 What if the director does not meet the minimum qualifications? (1) If the director does not meet the requirements in WAC 388-295-1010, you must have a program supervisor who:</p> <p>(a) Meets the qualifications of WAC 388-295-1010;</p> <p>(b) Oversees the planning and supervising of the center’s learning and activity program to ensure that practices meet the WAC, are varied and developmentally appropriate; and</p> <p>(c) Performs on-site program supervisory duties twenty hours or more a week and is not included in the staff to child ratio. If we request</p>	<p>WAC 170-295-1020 What if the director does not meet the minimum qualifications? (1) If the director does not meet the requirements in WAC 388-295-1010, you must have a program supervisor who:</p> <p>(a) Meets the qualifications of WAC 388-295-1010;</p> <p>(b) Oversees the planning and supervising of the center’s learning and activity program to ensure that practices meet the WAC, are varied and developmentally appropriate; and</p> <p>(c) Performs on-site program supervisory duties twenty hours or more a week and is not included in the staff to child ratio. If we request</p>	<p>WAC 170-295-1020 What if the director does not meet the minimum qualifications? (1) If the director does not meet the requirements in WAC 388-295-1010, you must have a program supervisor who:</p> <p>(a) Meets the qualifications of WAC 388-295-1010;</p> <p>(b) Oversees the planning and supervising of the center’s learning and activity program to ensure that practices meet the WAC, are varied and developmentally appropriate; and</p> <p>(c) Performs on-site program supervisory duties twenty hours or more a week and is not included in the staff to child ratio. If we request</p>	<p>WAC 170-300-0100 General staff qualifications (4) Center Program Supervisors oversee planning in the early learning program under the supervision of a Center Director or Assistant Director. (a) Program Supervisors must meet the following qualifications:</p> <p>(i) Be at least 18 years old;</p> <p>(ii) Have an ECE State Certificate or equivalent, as approved and verified in the electronic workforce registry by the department, within three years of the date this section becomes effective or from being employed</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
		it, you must provide documentation of the twenty hours or more a week on site supervisory duties for the program supervisor.	it, you must provide documentation of the twenty hours or more a week on site supervisory duties for the program supervisor.	it, you must provide documentation of the twenty hours or more a week on site supervisory duties for the program supervisor.	at any licensed early learning program or licensed; (iii) Have at least two years of experience as a teacher of children in the age group(s) enrolled in the center; and (iv) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108. (b) Program Supervisors perform the following duties: (i) Guide the planning of curriculum philosophy, implementation, and environmental design of the early learning program; (ii) Ensure practices in the early learning program meet Foundational Quality Standards and are developmentally appropriate for the ages of children being

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					served; (iii) Supervise programs on site at least 50 percent or more of weekly operating hours without being included in the staff-to-child ratio; (iv) Manage the professional development plans and requirements for staff as needed. The Program Supervisor may also perform classroom teaching duties so long as they continue to follow the requirements of subsection (b)(iii); and Weight #5 (v) One person may be both the Center Director, Assistant Director, and the Program Supervisor when qualified for both positions, provided that all requirements of WAC 170-300-0100(3)(a)

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					and (b) are met. Weight NA
Lead teacher	<p>WAC 388-150-180 (7) Center staffing. The licensee shall ensure the lead child care staff person in charge of a child or a group of children implementing the activity program:</p> <p>(a) Is eighteen years of age or older; and (b) Possesses a high school education or equivalent; or (c) Has child development knowledge and experience; or (d) Has completed one of the following prior to or within the first six months of licensure or employment except as provided in subsection (7)(e) or this section:</p> <p>(i) Twenty clock hours or two college quarter credits of basic training. Training shall be approved by the Washington state training and registry system (Washington STARS); or (ii) Current child</p>	<p>WAC 388-295-1030 Who can be a lead teacher in a child care center? The lead teacher is a child care staff person who is in charge of a child or group of children and implements the activity program. The lead teacher must:</p> <p>(1) Be at least eighteen years of age or older; (2) Have completed a high school education or the equivalent; and (3) Have documented child development education or work experience; or (4) Complete STARS training within six months of becoming a lead teacher.</p>	<p>WAC 170-295-1030 Who can be a lead teacher in a child care center? The lead teacher is a child care staff person who is in charge of a child or group of children and implements the activity program. The lead teacher must:</p> <p>(1) Be at least eighteen years of age or older; (2) Have completed a high school education or the equivalent; and (3) Have documented child development education or work experience; or (4) Complete STARS training within six months of becoming a lead teacher.</p>	<p>WAC 170-295-1030 Who can be a lead teacher in a child care center? The lead teacher is a child care staff person who is in charge of a child or group of children and implements the activity program. The lead teacher must:</p> <p>(1) Be at least eighteen years of age or older; (2) Have completed a high school education or the equivalent; and (3) Have documented child development education or work experience; or (4) Complete STARS training within six months of becoming a lead teacher.</p>	<p>WAC 170-300-0100 General staff qualifications (5) Lead Teachers are responsible for implementing the center or family home early learning program.</p> <p>(a) Lead teachers must meet the following qualifications:</p> <p>(i) Be at least 18 years old; (ii) Center Lead Teachers must have a minimum of an ECE State Certificate or equivalent as approved and verified in the electronic workforce registry by the department within three years of the date this section becomes effective or from being employed at any licensed early learning program; (iii) Family Home Lead Teachers must have a</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
	<p>development associate (CDA) or equivalent credential or twelve or more college quarter credits in early childhood education or child development; or (iii) Associate of arts (AA) or associate of applied science (AAS) or higher college degree in early childhood education or child development. (e) Lead child care staff persons who are already employed on the effective date of this rule must complete the training required in WAC 388-150-180(7)(d) prior to or within twelve months after the effective date of this rule.</p>				<p>minimum of an ECE Initial Certificate or high school diploma or equivalent as approved and verified in the electronic workforce registry by the department within three years of the date this section becomes effective or from being employed; and (iv) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108. (b) Lead Teachers perform the following duties: (i) Be dependably available for the daily operation of a Family Home Early Learning Program when the Family Home Licensee is not present; (ii) Promote an educational and nurturing indoor and</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					outdoor learning environment that meets enrolled children’s developmental needs; and (iii) Lead Teachers must have the ability to respond appropriately to children’s needs and communicate with parents. Weight #5
Assistant	WAC 388-150-180 (8) The licensee may assign a child care assistant or aide to support the lead child care staff. The child care assistant or aide shall be sixteen years of age or older. The child care assistant or aide shall care for the child under the direct supervision of the lead child care staff person. The licensee shall ensure no person under eighteen years of age is assigned sole responsibility for a group of children. The assistant or aide, eighteen years of age or older, may care for a child or	WAC 388-295-1040 Who can be an assistant or aide in a child care center? You may assign a child care assistant or aide to support the lead child care staff. (1) The assistant or aide must be: (a) At least sixteen years of age; and (b) Under the direct supervision of a lead child care staff person. (2) You may assign an assistant who is age eighteen or older to care for a child or a group of children under direct	WAC 170-295-1040 Who can be an assistant or aide in a child care center? You may assign a child care assistant or aide to support the lead child care staff. (1) The assistant or aide must be: (a) At least sixteen years of age; and (b) Under the direct supervision of a lead child care staff person. (2) You may assign an assistant who is age eighteen or older to care for a child or a group of children under direct	WAC 170-295-1040 Who can be an assistant or aide in a child care center? You may assign a child care assistant or aide to support the lead child care staff. (1) The assistant or aide must be: (a) At least sixteen years of age; and (b) Under the direct supervision of a lead child care staff person. (2) You may assign an assistant who is age eighteen or older to care for a child or a group of children under direct	WAC 170-300-0100 General staff qualifications (6) Assistant Teachers work to assist a Lead Teacher or licensee in center or family home early learning programs. (a) Assistant teachers must meet the following qualifications: (i) Be at least 18 years old; (ii) For center early learning program, have a minimum of an ECE Initial

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
	group of children without direct supervision by a superior for a brief period of time.	<p>supervision of a lead staff person. This person may have sole responsibility for a group of children without direction supervision by a superior for a brief period of time.</p> <p>(3) You must not assign a person under the age of eighteen years sole responsibility for a group of children.</p>	<p>supervision of a lead staff person. This person may have sole responsibility for a group of children without direction supervision by a superior for a brief period of time.</p> <p>(3) You must not assign a person under the age of eighteen years sole responsibility for a group of children.</p>	<p>supervision of a lead staff person. This person may have sole responsibility for a group of children without direction supervision by a superior for a brief period of time.</p> <p>(3) You must not assign a person under the age of eighteen years sole responsibility for a group of children.</p>	<p>Certificate or high school diploma or equivalent as approved and verified in the electronic workforce registry by the department within three years of the date this section becomes effective or from being employed at any licensed early learning program;</p> <p>(iii) For family home early learning program, have an ECE Initial Certificate or high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program;</p> <p>(iv) Assistant Teachers working in this role before this section becomes effective must obtain an ECE</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					Initial Certificate or high school diploma or equivalent within three years of the date this section becomes effective; (v) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (vi) Assistant Teachers who have an ECE Initial Certificate or high school diploma equivalent may occasionally work alone with children for short periods of time (generally 60 minutes or less). In this section, a short period of time means the time necessary to step out of a room to do program planning, talk with parents, or go to an off-site appointment. (b) Assistant Teachers

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					perform the following duties: (i) Assist Lead Teachers or Family Home Licensees to provide instructional support to children and implement developmentally appropriate programs; and (ii) Be able to carry out job duties under the supervision of a Lead Teacher, Program Supervisor, Director, Assistant Director, or Family Home Licensee. Weight #5
Instructional Aides					WAC 170-300-0100 General staff qualifications (7) Instructional Aides provide classroom organizational support to a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee. (a) Instructional Aides must meet the following qualifications:

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					(i) Be at least 16 years old; (ii) Have a high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program; (iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (b) Instructional Aides may be counted in the staff-to-child-ratio under the continuous supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee. Weight #5
Aides					WAC 170-300-0100 General staff qualifications (8) Aides offer support to early

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					<p>learning program staff in a center or home.</p> <p>(a) An Aide must meet all of the following qualifications:</p> <ul style="list-style-type: none"> (i) Be at least 16 years old; (ii) Have a high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program; (iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and <p>(b) An Aide may not be counted in staff-to-child ratio and must be under the continuous supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					Licensee. Weight #5
Volunteer	<p>WAC 388-150-180 (9) The licensee may arrange for a volunteer to support lead child care staff. The volunteer shall be sixteen years of age or older. The volunteer shall care for the child under the direct supervision of the lead child care staff person. The licensee may count the volunteer in the staff-to-child ratio when the volunteer meets staff qualification requirements.</p>	<p>WAC 388-295-1050 Who can be a volunteer in a child care center? (1) You may arrange for a volunteer to support lead child care staff. The volunteer must: (a) Be at least sixteen years of age or older; and (b) Care for children under the direct supervision of a lead child care staff person at all times. (2) You may count the volunteer in the staff-child ratio when the volunteer meets staff qualification requirements and is sixteen years of age or older.</p>	<p>WAC 170-295-1050 Who can be a volunteer in a child care center? (1) You may arrange for a volunteer to support lead child care staff. The volunteer must: (a) Be at least sixteen years of age or older; and (b) Care for children under the direct supervision of a lead child care staff person at all times. (2) You may count the volunteer in the staff-child ratio when the volunteer meets staff qualification requirements and is sixteen years of age or older.</p>	<p>WAC 170-295-1050 Who can be a volunteer in a child care center? (1) You may arrange for a volunteer to support lead child care staff. The volunteer must: (a) Be at least sixteen years of age or older; and (b) Care for children under the direct supervision of a lead child care staff person at all times. (2) You may count the volunteer in the staff-child ratio when the volunteer meets staff qualification requirements and is sixteen years of age or older.</p>	<p>WAC 170-300-0100 General staff qualifications (9) Volunteers provide classroom organizational supports to a Lead Teacher in an early learning program. (a) Volunteers must meet the following qualifications: (i) Be at least 14 years old; (ii) Only work under the continuous supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee; and (iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (b) Volunteers may not be</p>

Professional Development Requirements Crosswalk

CHILD CARE CENTERS					
Role	Revision Dates				
	8/2002	4/2004	4/2008	5/2012	NRM 5/2017
					counted in the staff-to-child ratio. Weight #5

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
Family Home	WAC 388-155-180 Staffing—Qualifications	WAC 388-296-1410 What are the required staffing qualifications	WAC 170-296-1410 What are the required staffing qualifications	WAC 170-296A-1700 Licensee minimum age	170-300-0100 General staff qualifications

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
Licensee	<p>(2) The licensee must:</p> <ul style="list-style-type: none"> (a) Be eighteen years of age or older; (b) Be the primary child care provider during the majority of child care business hours; (c) Ensure compliance with minimum licensing requirements under this chapter; and (d) Have completed one of the following prior to or within the first six months of initial licensure except as provided in (e) of this subsection: <ul style="list-style-type: none"> (i) Twenty clock hours or two college quarter credits of basic training approved by the Washing state training and registry system (STARS); or (ii) Current child development associate (CDA) or equivalent credential or 	<p>for child care?</p> <p>(2) The licensee must:</p> <ul style="list-style-type: none"> (a) Be eighteen years of age or older; (b) Be the primary child care provider; (c) Ensure compliance with minimum licensing requirements under this chapter; and (d) Have completed one of the following prior to or within the first six months of obtaining an initial license: <ul style="list-style-type: none"> (i) Twenty clock hours or two college quarter credits of basic training approved by the Washing state training and registry system (STARS); or (ii) Current child development associate (CDA) or equivalent credential or twelve or more college quarter credits in early childhood education 	<p>for child care?</p> <p>(5) The licensee must:</p> <ul style="list-style-type: none"> (a) Be eighteen years of age or older; (b) Be the primary child care provider (c) Ensure compliance with minimum licensing requirements under this chapter; and (d) Have completed one of the following prior to or within the first six months of obtaining an initial license: <ul style="list-style-type: none"> (i) Twenty clock hours or two college quarter credits of basic training approved by the Washing state training and registry system (STARS); or (ii) Current child development associate (CDA) or equivalent credential or twelve or more college quarter credits in early childhood education 	<p>The minimum age to be a licensee if eighteen years old.</p> <p>WAC 170-296A-1725 License applicant minimum education</p> <ul style="list-style-type: none"> (1) For an initial family home child care license issued on or after March 31, 2012, the applicant must have a high school diploma. (2) If the applicant does not have a high school diploma, he or she must submit written evidence of equivalent education. As used in this section, “equivalent education” means: <ul style="list-style-type: none"> (a) Passing the general education development (GED) tests; (b) Completion of twelve years of elementary and secondary education; (c) Possessing a current child development associate (CDA) 	<p>All early learning providers must meet the following requirements prior to working with children:</p> <p>(1) Family Home Early Learning Program Licensees (or “Family Home Licensees”) work from their family home to provide early learning programing to a group of no more than 12 children.</p> <p>Weight NA</p> <ul style="list-style-type: none"> (a) A Family Home Licensee must meet the following qualifications: <ul style="list-style-type: none"> (i) Be at least 18 years old; (ii) Have an ECE Initial Certificate or high school diploma or equivalent, as approved and verified in the electronic workforce registry by the department, within three years of the date this section becomes effective or from being licensed; (iii) Complete the

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
	<p>twelve or more college quarter credits in early childhood education or child development; or</p> <p>(iii) Associate of arts or AAS or higher college degree in early childhood education, child development, school age care, elementary education or special education.</p> <p>(e) Licensees already licensed on effective date of this rule must complete the training required in WAC 388-150-180(2)(d) prior to or within twelve months after the effective date of this rule.</p>	<p>or child development; or</p> <p>(iii) Associate of arts or AAS or higher college degree in early childhood education, child development, school age care, elementary education or special education.</p>	<p>or child development; or</p> <p>(iii) Associate of arts or AAS or higher college degree in early childhood education, child development, school age care, elementary education or special education.</p>	<p>credential as approved through the council for professional recognition; or</p> <p>(d) Completion of forty-five credits of post secondary education.</p>	<p>applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108.</p> <p>Weight #1</p> <p>(b) Family Home Licensees must:</p> <p>(i) Be dependably available for the daily operation of the early learning program 50 percent or more of weekly operating hours; Weight #5</p> <p>(ii) Ensure the early learning program meets Foundational Quality Standards and is developmentally appropriate for the ages of children being served; Weight #5</p> <p>(iii) Develop a curriculum philosophy and communicate the philosophy to all</p>

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					early learning program staff and parents. Ensure the curriculum philosophy serves all ages of children in the early learning program or designate a Lead Teacher with this responsibility; Weight #1 (iv) Have knowledge of community resources available to families, including resources for children with special needs and the ability to share these resources with families; and Weight #1 (v) Oversee early learning program staff and provide support to staff for creating and maintaining staff records in the electronic workforce

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					registry. Weight #1
Assistant	<p>WAC 388-155-180 Staffing—Qualifications</p> <p>(3) The assistant must be:</p> <ul style="list-style-type: none"> (a) Fourteen years of age or older; or (b) Eighteen years of age or older if assigned sole responsibility for the child in care; and (c) Competent to exercise appropriate judgements. 	<p>WAC 388-296-1410 What are the required staffing qualifications for child care?</p> <p>(3) Child care staff must be:</p> <ul style="list-style-type: none"> (a) Fourteen years of age or older if an assistant; or (b) Eighteen years of age or older in a primary worker and assigned sole responsibility for the child in care. <p>**See Additional Chart below**</p>	<p>WAC 388-296-1410 What are the required staffing qualifications for child care?</p> <p>(6) Child care staff must be:</p> <ul style="list-style-type: none"> (c) Fourteen years of age or older if an assistant; or (d) Eighteen years of age or older in a primary worker and assigned sole responsibility for the child in care. <p>**See Additional Chart below**</p>		<p>WAC 170-300-0100 General staff qualifications</p> <p>(6) Assistant Teachers work to assist a Lead Teacher or licensee in center or family home early learning programs.</p> <p>(a) Assistant teachers must meet the following qualifications:</p> <ul style="list-style-type: none"> (i) Be at least 18 years old; (ii) For center early learning program, have a minimum of an ECE Initial Certificate or high school diploma or equivalent as approved and verified in the electronic workforce registry by the department within three years of the date this section becomes effective or from being employed at any licensed early learning program; (iii) For family home early

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					learning program, have an ECE Initial Certificate or high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program; (iv) Assistant Teachers working in this role before this section becomes effective must obtain an ECE Initial Certificate or high school diploma or equivalent within three years of the date this section becomes effective; (v) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (vi) Assistant Teachers who have an ECE Initial Certificate or

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					<p>high school diploma equivalent may occasionally work alone with children for short periods of time (generally 60 minutes or less). In this section, a short period of time means the time necessary to step out of a room to do program planning, talk with parents, or go to an off-site appointment.</p> <p>(b) Assistant Teachers perform the following duties:</p> <ul style="list-style-type: none"> (i) Assist Lead Teachers or Family Home Licensees to provide instructional support to children and implement developmentally appropriate programs; and (ii) Be able to carry out job duties under the supervision of a Lead Teacher, Program

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					Supervisor, Director, Assistant Director, or Family Home Licensee. Weight #5
Instructional Aides					<p>WAC 170-300-0100 General staff qualifications</p> <p>(7) Instructional Aides provide classroom organizational support to a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee.</p> <p>(a) Instructional Aides must meet the following qualifications:</p> <ul style="list-style-type: none"> (i) Be at least 16 years old; (ii) Have a high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program; (iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105,

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					0106, and 0108; and (b) Instructional Aides may be counted in the staff-to-child-ratio under the continuous supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee. Weight #5
Aides					WAC 170-300-0100 General staff qualifications (8) Aides offer support to early learning program staff in a center or home. (a) An Aide must meet all of the following qualifications: (i) Be at least 16 years old; (ii) Have a high school diploma or equivalent as verified and approved by the department, or be currently enrolled in high school or equivalent education program;

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					(iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (b) An Aide may not be counted in staff-to-child ratio and must be under the continuous supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee. Weight #5
Volunteers (new 300 WAC)					WAC 170-300-0100 General staff qualifications (9) Volunteers provide classroom organizational supports to a Lead Teacher in an early learning program. (a) Volunteers must meet the following qualifications: (i) Be at least 14 years old; (ii) Only work under the continuous

Professional Development Requirements Crosswalk

FAMILY CHILD CARE HOMES					
Role	Revision Dates				
	6/2003	10/2004	4/2008	5/2012	NRM 5/2017
					supervision of a Lead Teacher, Program Supervisor, Center Director, Assistant Director, or Family Home Licensee; and (iii) Complete the applicable pre-service requirements and training pursuant to WAC 170-300-0105, 0106, and 0108; and (b) Volunteers may not be counted in the staff-to-child ratio. Weight #5

10/1/2004 and 4/30/2008 Staff Requirements – Family Child Care Home

Position	Qualifications	Background Check	TB Test	STARS Training	First Aid and CPR	HIV/AID and Blood borne pathogens training
Licensee	Eighteen years of age	X	X	X	X	x
Primary child care staff	Eighteen years of age	x	x	X Basic 20 hour training to be completed within the first six months of	x	x

Professional Development Requirements Crosswalk

				employment		
Child care assistant/volunteer	Fourteen years of age; (directly supervised by the licensee or primary staff)	x	x	Recommended	If counted in staff to child ratio	x

Professional Development Qualifications Standards Alignment Overview

At DEL we are committed to advancing the professional workforce for early learning. Young children in quality early learning settings thrive and are more likely to start kindergarten ready for school and life. It is essential that early learning professionals have access to high quality professional development. DEL recognized the importance of coordinated and targeted learning opportunities for all early learning professionals in order to build shared language and understanding of the workforce as a whole, working together for families and children’s success.

WHY ARE THERE CHANGES?

The early learning field nationally is in a state of transition as a variety of new federal regulations are required and best practice recommendations are considered. At DEL, we are focused on aligning where we can to build a progressive professional development system for everyone in the field of early learning.

At DEL, there’s a lot of ‘behind the scenes’ that goes into workforce development and pathways developed for early learning professionals. We work closely with communities, gather input through local meetings and surveys, and continually reflect on lessons learned over the past several years. We collaborate with local state partners, as well as consult with national experts to learn current best practice and strive to be transparent throughout this process. Our goal is to support communities to continue to develop and grow their early learning workforce and provide assurance that as an agency, DEL is committed to being responsive to best practice in early learning and the realities we work within.

Read on to learn about what is happening, how you are a part of it, and how it all ties together.

WHAT ARE THE CHANGES?

Here’s a quick look at what you can expect to see:

What’s still the same in the Proposed WAC for Professional Development?	What’s <i>NEW</i> in the Proposed WAC for Professional Development?
<ul style="list-style-type: none"> • There are minimum qualifications to meet in order to work in licensed child care. • Child Care Basic is a pre-service requirement and can be met in several ways. • All early learning professionals complete 10 hours of in-service (STARS continuing education) each year and this can be met in several ways. 	<ul style="list-style-type: none"> • These qualifications to work in licensed child care have been updated • These qualifications and training must be recorded in MERIT • Federal requirements for health and safety training are incorporated • Specified in-service includes Enhancing Quality of Early Learning and Renewal Series

NAVIGATING THE PROPOSED PROFESSIONAL DEVELOPMENT WAC

How do I know I have met the minimum qualifications and professional development requirements? DEL wants to support you to meet your educational goals and not duplicate content where there isn't value added. If you are enrolled in college courses some of your pre-service or in-service requirements may be fulfilled or postponed.

Minimum Staff Qualifications

How do I meet this?

- You may already meet these requirements or have an equivalent. If you do not:
- Complete the certificate requirement for your position within three years
- Or you can work with your licenser for any special circumstances that may allow a waiver.

Pre-service Requirements – completed before you begin working in licensed child care or shortly after hire. See the Training and Position chart for more information.

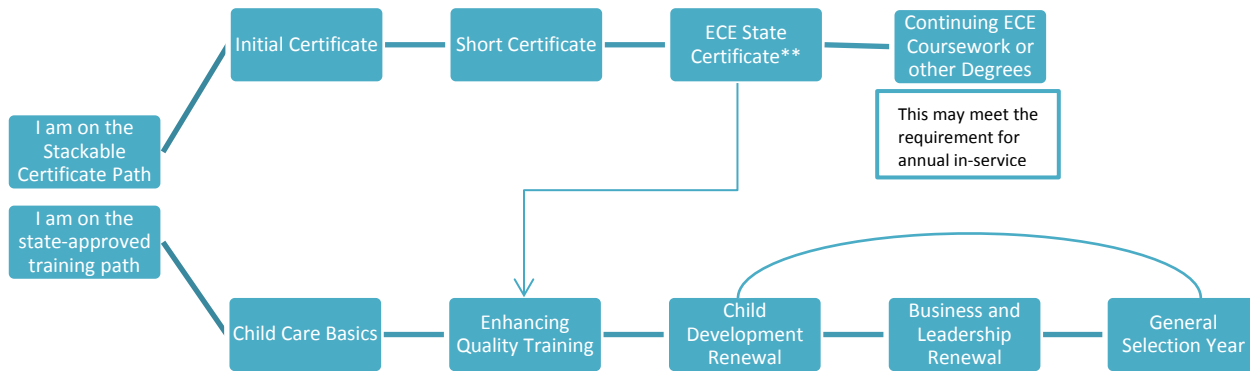
<ul style="list-style-type: none"> ➤ Child Care Basics 	<p><i>How do I meet this?</i></p> <ul style="list-style-type: none"> ▪ Complete the 30 hour class from a State-approved trainer ▪ Complete the 12 credit initial certificate ▪ Complete the 3 credit college course Child Care Basics, ECED&100
<ul style="list-style-type: none"> ➤ Health and Safety Requirements 	<p><i>How do I meet this?</i></p> <ul style="list-style-type: none"> ▪ Complete the health and safety requirements such as CPR, First Aid and Others.

In-service requirements (STARS continuing education) – complete a minimum of 10 hours each year

<ul style="list-style-type: none"> ➤ NEW Enhancing Quality Training Series – 20 hours - Topics include the early learning system, cultural competency, environment, and interactions 	<p><i>How do I meet this?</i></p> <ul style="list-style-type: none"> ▪ Attend classes developed and provided by DEL or contractors that meet the requirement. ▪ Complete within 24 months of completing your Child Care Basics ▪ Meets the 10 hour annual requirement for up to two calendar years
<ul style="list-style-type: none"> ➤ NEW Renewal Training (every three years) <ul style="list-style-type: none"> ▪ Child Development – topics include executive function, individualized instruction, early math, dual language learners and more ▪ Business Practices – topics include business management, staff development and leadership, reflective supervision, and more 	<p><i>How do I meet this?</i></p> <ul style="list-style-type: none"> ▪ Attend classes Developed and provided by DEL or contractors that meet the requirement ▪ ECE Coursework as it aligns with the core competencies for the renewal year. ▪ Other college coursework may be submitted for approval (ie: business, communication)
<ul style="list-style-type: none"> ➤ General in-service – any classes selected to meet the 10 hour continuing education requirement when it is not a renewal year 	<p><i>How do I meet this?</i></p> <ul style="list-style-type: none"> ▪ State-approved training (this includes submitting out of state or other training for approval when needed). ▪ Early Childhood college coursework ▪ Other college coursework may be submitted for approval as it aligns with the core competencies

What does this all look like when put together with the certificate qualifications?

Imagine two pathways an early learning professional could be on to meet or postpone pre-service and in-service requirements. For or existing providers, the timeline may look like this:



1. At any point, you may step in or out of a pathway, always remembering that the requirements must be fulfilled each calendar year – either by working on an ECE certificate or by attending DEL approved classes for each year.
2. Once you have the certificate that meets the requirement for your position, you may move to the state-approved training path and begin working on your Enhancing Quality Training.
3. The Renewal and general selection year make a three year cycle that is continually repeated.

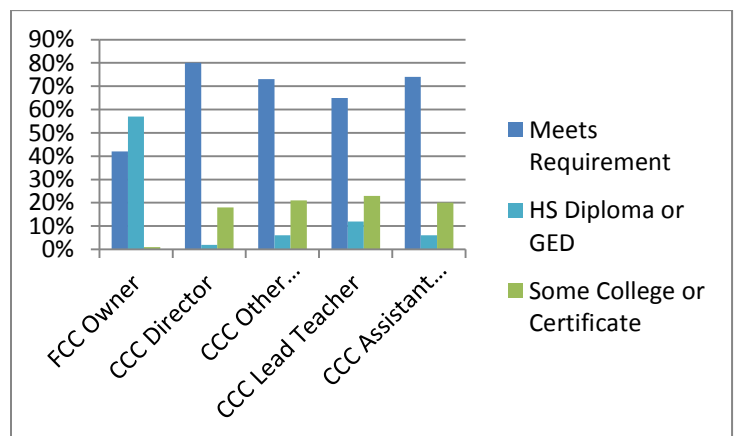
THE CURRENT WORKFORCE

When making decisions about how to support the existing and new workforce based on our current needs, DEL and partners review the existing workforce data to make recommendations and decisions based on the current workforce and federal requirements and recommendations.

This chart includes an overview of the active workforce as recorded in MERIT, based on the following early learning roles.

Active Workforce in MERIT of Early Learning Professionals					
	ECEAP	Centers	Family Homes	School-Age only	Totals
Director/Supervisor/Administrator	535	3,586	3,838	1,375	9,334
Teacher/Primary Staff Person	794	10,558	1,018	3,450	15,820
Assistant	906	16,379	3,436	1,970	22,691
					47,845

This chart includes the active workforce in MERIT who meets the qualifications outlined in the draft WAC.



Professional Development Qualifications Frequently Asked Questions

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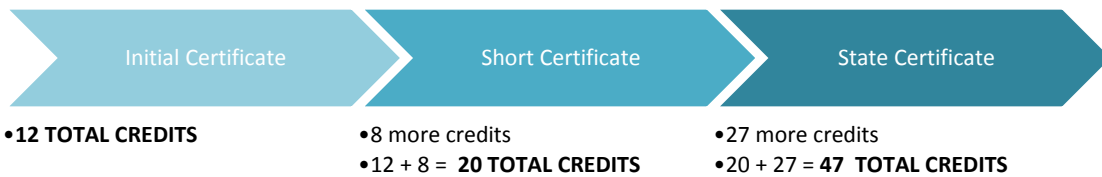
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Professional Development Qualification Information

What are the Stackable Certificates and what is required?

WAC 170-300-0100 Stackable Certificates are Washington’s entry point for the early learning career pathway. This includes three ‘stackable’ certificates that align with qualifications for early learning roles. Completing the Initial Certificate will also fulfill the pre-service Child Care Basics requirement.

WASHINGTON STATE STACKABLE ECE CERTIFICATES



PROPOSED WAC CERTIFICATE REQUIREMENTS

I work in a Family Child Care Home		I work in a Child Care Center	
I am a Family Child Care Home Licensee	I need an ECE Initial Certificate or Equivalent	I am a Child Care Center Director, Assistant Director, or Program Supervisor	I need an ECE State Certificate or equivalent
I am a Family Child Care Home Lead Teacher/Designee	I need an ECE Initial Certificate or Equivalent	I am a Child Care Center Lead Teacher	I need an ECE State Certificate or equivalent
I am a Family Child Care Home Assistant	I need to be enrolled in high school or equivalent	I am a Child Care Center Assistant Teacher	I need an ECE Initial Certificate or Equivalent
Teacher, Instructional Aide, Aide, or Volunteer and will not be left alone with the children at any time	I need to be enrolled in high school or equivalent	I am a Child Care Center Instructional Aide, Aid, or Volunteer and will not be left alone with the children at any time	I need to be enrolled in high school or equivalent

What are my other options besides the Stackable Certificates?

There are several ways to meet the proposed WAC requirements. The stackable certificates are the preferred option to ensure the accomplishments are transferable and portable, but you may choose to or have already completed an equivalent as outlined below.

What does it mean to be equivalent?

In the latest WAC draft, the Staff Qualifications section references “equivalent” as a way to meet the qualification requirements. You may review a list of equivalents in the chart below. DEL will expand on the list of equivalents as new programs enter the field.

Do I qualify for an equivalent?

- **Exceeded Standard:** If you have a degree or certificate higher than the standard listed, it counts as equivalent.
- **Request Review:** If your degree major or certificate is not listed, it may still meet the requirements. Complete the verification process and request that your transcripts be reviewed to see whether the accomplishments you have completed aligns with Washington State Core Competencies and ECE Credential Standards.
- **Verified:** All equivalents must be verified in MERIT.

WAC Qualification	DEL Equivalent
Initial Certificate	<ul style="list-style-type: none"> • Child Development Associates (CDA) Credential™ • 13 Military Modules • Other certificate equal to a minimum of 12 ECE credits
Short Certificate	<ul style="list-style-type: none"> • Other certificate equal to a minimum of 20 ECE credits (Ex: certificates earned before the stackables were available)
ECE State Certificate	<ul style="list-style-type: none"> • 1 year ECE certificate/diploma (minimum of 45 credits) • MACTE accredited teacher credential in infant/toddler (I/T) • MACTE accredited teacher credential in ECE • Association Montessori Internationale (AMI) diploma in assistants to infancy (A to I): covers birth–3 years of age • Association Montessori Internationale (AMI) diploma in primary: covers 3–6 years of age
Others currently under discussion:	
<ul style="list-style-type: none"> • Degree majors outside of ECE (Ex: business, history, etc.) without ECE emphasis 	

What is a DEL recognized ECE degree?

DEL recognizes the following ECE (Early Childhood Education /Early Care and Education) degree majors:

- Early childhood education
- Early childhood and family studies
- Human development with a specialization in ECE
- Children’s studies/childhood education
- Elementary education with one of the following endorsements:
 - Early childhood education
 - Early childhood special education
 - P-3
 - P-3 special education

What does it mean to have a waiver?

A waiver may be granted by your licensors on a case-by-case basis as a way to waive a WAC requirement. If you feel you may qualify for a waiver for staff qualifications, work with your licensor for more information.

Do I qualify for a waiver?

DEL is currently considering the waiver process for staff qualifications and when one may be allowed. We recognize the interest in acknowledging years of experience providers have and how that may be a part of this process. If the following is true, you may be able to work with your licensor and apply for a waiver to be considered.

- Has a high school diploma or DEL recognized equivalent of a high school diploma and;
- Has good licensing history and;
- Has completed all annual continuing STARS hours each year for the duration of their license or
- Has attempted and unable to retrieve out of country transcripts

Does my degree from out of state or out of country count?

- **In Country:** Degrees earned in the United States can be reviewed following the verification process with no additional steps necessary.
- **Out of Country:** If you earned your degree outside of the United States you will complete A degree evaluation including translation if necessary. You may choose any of the National Association of Credential Evaluation Services (NACES) member organizations to process your degree evaluation.

What training is required if I work in licensed child care?

WAC 170-300-0106 All Early Learning Professionals meet the pre-service and in-service training requirements.

What is Pre-Service and what is required

WAC 170-300-0106 Pre-Service refers to training qualifications that must be completed before someone is employed or soon after becoming employed. Pre-service is grounded in health and safety topics and does not count as in-service (does not earn STARS hours). Examples of pre-service training include:

- Child Care Basics, this is the initial requirement for all licensed providers.
- CPR/First Aid
- Health and Safety Trainings like Safe Sleep that meets Federal requirements

What is In-Service and what is required

WAC 170-300-0107 In-Service is State-Approved Training that happens after someone is employed. A minimum of 10 hours are completed each year and in-service training earns STARS hours. Some in-service training is designed to align the early learning professional workforce with shared language, standards, and best practice.

Enhancing Quality of Early Learning (EQEL) (New): This is a one-time training series that builds on required health and safety knowledge to expand on best practice for quality care environments and interactions. This 20-hour training series is completed one time and will meet the first two years of in-service training.

Renewal Trainings (New): Renewal trainings will be completed on a three-year cycle that begins whenever you take the first training, but must be started within 12 months after finishing the EQEL. Once the EQEL training is completed, the renewal trainings are completed on a three-year cycle and count towards the in-service requirement of ten (10) hours per year.

Business and Leadership Practice: Everyone is a professional and a leader. This learning opportunity ties the latest in leadership and business practice into a learning opportunity for self-reflection and growth. Two options will be available – one for business owners/business managers and another for direct educators such as lead teachers and assistants. This is renewed every three years, and classes build and deepen. You will not need to complete the exact same training every three years.

Child Development: This learning opportunity will pull from the latest research and best practice in child development and trends we see in our state and communities. Example topics may include developing executive function skills, numeracy development in early learning and supporting dual language learners. This is renewed every three years, and classes build and deepen. You will not need to complete the exact same training every three years.

Will my certificate qualification meet pre-service or in-service requirements?

DEL wants to support you to meet your professional development goals and not duplicate content where there isn't value added. The following is true today and will continue to be true as we progress through the new training model.

- If you are new to the field or have a new employee that has an initial certificate, that meets the requirements for Child Care Basics – you do not need to take Child Care Basics.
- Completing college coursework related to ECE may meet the in-service requirements - you do not need to complete more state-approved training during the years you complete ECE coursework. Qualifying college coursework will be recorded in your professional record as state-approved in-service.

I've heard new training is required in addition to the new WAC requirements, what are those?

There are new training topics required by the Child Care Development Block Grant (CCDBG) and the state Child Care Development Fund (CCDF) plan. DEL will be making those available as stand-alone modules so they can be completed or refreshed at any time and will also be updating Child Care Basics to reflect the new content.

What is DEL doing to make accessing training more accessible and tell people what counts?

DEL is committed to providing information that works for providers. This includes training offered in person, online and delivered by state-approved trainers that provide culturally responsive professional development.

DEL is researching the ability to access online training through a provider's MERIT account for a seamless process of completion and recording.

My program has its own professional development requirements, how does this fit in?

Some programs, such as ECEAP, Head Start, Montessori and others require or deliver their own professional development. DEL is committed to supporting the workforce to ensure all early learning professionals have the most current information needed for working with young children in our state. DEL also recognizes some training may be completed by someone besides a state-approved trainer. This is captured with a Continuing Education Proposal or work with your licensor to determine if this is an option for a variance to the rule.

My program is participating in Early Achievers or already rated a level 3 or higher, what pre-service and in-service will my staff and I need?

Staff in sites participating in or rated a level 3 or higher in Early Achievers must also complete all WAC requirements. Our goal at DEL is to align the Enhancing Quality Early Learning Training and Renewal series with quality standards for Early Achievers so that it has a direct impact for the work you are already doing as an Early Achievers Participant. DEL is also committed to leveraging existing systems and will work with programs to not require duplication of requirements and determine if you may qualify for a variance to rule depending on your program structure.

I have a degree, what pre-service and in-service training do I need?

Providers with degrees still complete all WAC pre-service and in-service training requirements. DEL recognizes there may be additional college course work, national conferences, or other learning opportunities that may meet this requirement and this can be captured with a Continuing Education Proposal.

What other program based professional development do I need to provide staff?

WAC 170-300-0108 Program based new staff orientation

- Develop and provide new staff orientation prior to staff working with children
- Orientation topics to include pertinent RCW's and WACs, program expectations regarding interactions, child development and health and safety issues.

WAC 170-300-0110 Staff policies

- Develop and follow written policies for the early learning program
- Train all staff on policies and document the training
- Electronic workforce registry importance for entry and maintenance
- Clear staff communication with each other about care and status of children

What other requirements do I have for Staff?

WAC 170-300-0111 Supervision of Staff

- Supervising staff-aware, dependably available, responsive
- Assistant Teachers, Instructional Aides, Aides and Volunteers-supervised
 - Visual and auditory range
 - Available and able to respond
 - Brief amount of time for personal needs on premises
- Observing, evaluating, providing feedback for staff performance
 - Monthly feedback
 - Program continuous quality improvement

WAC 170-300-0115 Staff Records

- Electronic Workforce Registry entry and maintenance
- Available during licensing visits

- Include all requirements
- Follow all requirements of the Washington State Department of Labor and Industries
- WAC 170-300-0120** Providing for personal, professional and health needs of staff
- No current standard in family home and center rules
- Provision for personal needs:
 - Place to store staff belongings that is inaccessible to children
 - Readily accessible phone for emergency or brief calls
 - File storage space for professional materials
- Following Washington State Department of Labor and Industries
 - Breaks, pay, benefits
- Excluding staff when illness or condition poses a risk of spreading harmful diseases or compromise the health of others
- Staff immunization when caring for infants, toddlers or non-immunized children
- Notification to the department, DOH or health jurisdiction within 24 hours if staff member is diagnosed with condition listed in the current DOH Notifiable Conditions list.
- Plan for exclusion or separation of staff if they have condition listed in the current DOH Notifiable Conditions list