



Department of Children and Families Facility/Center Child Care Training



The 40 Hour State Mandated Courses Instructor Led or Online

To register for the 40 Hour courses on-line go to: www.myflorida.com/childcare, click "[Training & Registry Login](#)", create login with [e-mail and password](#). Once logged in, on "[Personal Menu](#)" select [Instructor Led or Online Courses](#). For [Instructor Led Courses](#)- Select county, select course (DCF), select language, then select next (bottom right). Select course (click on circle button on right of course), follow the steps on the screen to complete the registration. (For more detail of the course, click the detail button.)

For [Online courses](#) select the "Training Area" (part 1, part 2) then select the course, click the next button (bottom right) and follow the instructions to complete registration.

*Online course books can be printed for free in a paid online class or books can be ordered by calling 1-800-635-5437 ext. #345. (30 hr. book \$35.00) or at 4C for \$6-\$12 per module.

**Competency Exams are not given after Instructor Led/ online classes and are administered only in person at testing site.



CREDIBILITY • INTEGRITY • ACHIEVEMENT

Option 1
Box # 1, 2 and 4

Option 2
Box # 1, 3 and 4

All Child Care personnel working in a facility caring for infants must have training in **one** of the following:

1. HSAN
2. Safe Sleep
3. Early Learning Florida's Safe Sleep Practices

All Child Care personnel must have **First Aid & Pediatric CPR training & Fire Extinguisher training.**

If you need an accommodation because of a disability in order to participate in the child care training process, contact 4C at least two weeks prior to the first training date at 407-532-4264.

BOX #1

Part I (30 Hours.)

Must take all five + exams.

1. Facility Rules & Regulations-**FACR** (6 hrs.)
2. Health Safety & Nutrition-**HSAN** (8 hrs.)
3. Child Abuse & Neglect-**CAAN** (4 hrs.)
4. Child Growth & Development-**CGDR** (6 hrs.)
5. Behavioral Observation & Screening-**BOSR** (6hrs.)

BOX #2

Part II Option 1 (10 Hours)

Take:

Understanding
Developmentally Appropriate Practice -
UDAP (5hrs.) + exam

and one of the following:

- * Infant & Toddler -**ITPR** (5hrs.) + exam
- * Preschool - **PSPR** (5hrs.) + exam
- * School Age - **SAPR** (5hrs.) + exam

BOX #3

Part II Option 2 (10 Hours)

*Special Needs - **SNP** (10hrs.) + exam

BOX #4

5 Hour Literacy courses

Pick 1 course – no exam

1. Early Literacy for Children Age Birth Through Three. **ELC** (5hrs.)
2. Emergent Literacy for VPK Instructor **VPK** (5hrs.)

Fees for courses

Instructor Led 30-hour fee \$195.00
Instructor Led 10-hour fee \$35-\$55 each.

Online Courses are \$10.00 each
Total Amount: \$70-\$80 for classes

Must take CPR & First Aid

Exams

Register for exams on-line at www.myflorida.com/childcare
Click on "Training & Registry Login",
on personal menu click "[Competency Exams Enroll/Un-enroll](#)"
Follow directions to complete registration
Cost of exams are \$1.00 per hour. Total Amount for exams \$40.00.

Child Care Training Information Center

If you have further questions, please

Call **1-888-352-2842**
or Call **4C 407-532-4373**

For School Readiness requirements call:
Early Learning Coalition of your county.

Brevard Coalition.....321-637-7241
Orange Coalition.....407-841-6607
Osceola Coalition.....407-933-5353
Seminole Coalition....407-960-2460

DCF Licensing

Brevard.... 772-464-4184
Orange & Seminole....407-317-7820
Osceola....407-846-5148