

CHILD CARE RESOURCE & REFERRAL
OF Marion, Polk & Yamhill Counties
TRAINING GUIDE
JANUARY - MARCH 2019



WE ACCEPT ONLINE PAYMENT FOR TRAININGS!



<http://mycommunityaction.org/CCR&R/classes.html>

If you need to reset your password call our office, please don't create another account.

Give us a call if you have any question or need help to create an account.



Child Care Resource & Referral

Of Marion, Polk & Yamhill Counties

2475 Center St. NE * Salem, OR 97301

503-585-2491 or 1-800-289-5533

Website: <http://www.mwvcaa.org/CCR&R> * Email: ccrrweb@mwvcaa.org

A Program of Mid-Willamette Valley Community Action Agency

NEW TRAINING OPTION: WEB-BASED

24 Hours in advance ONLINE payment ONLY

Upon Registration A GoToTraining Link will be sent by email

Additional information: THIS IS A WEBINAR BASED TRAINING: Please log on 10-15 minutes prior to session and follow the instruction to test your audio/video connections. Links will be emailed to you at least 2 hours prior to the class. There will be times when we ask for audience verbal participation, which means we unmute you all, we ask that you please limit background noise, such as T.V., Xbox, pets etc.. Or mute yourself if you can't, so as to allow minimal distraction during the training.

Monday January 14th, 2019

Training ID # PENDING

Web-based

Developing Early Learning Environments That Support All Children

Time: 6pm-9pm

Cost: \$20.00

Location: Personal Computer/WEB-BASED

Class Description: The classroom environment can be of assistance or be a barrier to supporting child development and learning. We will explore environmental supports and classroom arrangements that can facilitate learning for all children especially those experiencing high needs/trauma. We will also examine common environmental challenges and their effects on child behavior.

Presented by: Jenna Sanders

Set Two

CKC: SN (1.5); LEC (1.5)

Age group:

Tuesday February 5th, 2019

Training ID # PENDING

Web-based

Self-Coaching: Professional Development Strategies Using Practice Based Coaching

Time: 6pm-9pm

Cost: \$20.00

Location: Personal Computer/ WEB-BASED

Class Description: Providers are often alone in working through challenges with children. Self-coaching can provide a way for teachers to identify problems, seek solutions, and implement changes to improve teaching practice without the need for outside intervention.

Presented by: Lauren Josi

Set Two

CKC: PPLD

Age group: No Age-Related Content

Monday March 11th, 2019

Training ID # PENDING

Web-based

Exploring Feelings and Emotion Vocabulary & It's Impact on Social & Development

Time: 6pm-9pm

Cost: \$20.00

Location: Personal Computer/ WEB-BASED

Class Description: Participants will explore strategies and resources to help children to build their emotional vocabulary. This training will examine how to support children to sense and understand the emotions of themselves and others to promote social development and success.

Presented by: Shannon Vandehey

Set Two

CKC: LEC (1.5); UGB (1.5)

Age group:



CHILD CARE LICENSING INFORMATION

Family Child Care Overview (OV)

CKC: PM

Set One

The class is offered **FREE** of charge.

The Family Child Care Overview is a required, one-time class to become a Registered Family Child Care Provider in the State of Oregon. Information presented includes rules and regulations, the application process, child care business principles, and resources including: CCR&R services, DHS subsidy program and USDA food program.

Class	Date	Time	Location	County	Training ID #
OVERVIEW	Tuesday January 15th	6pm-9pm	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	# 60709
OVERVIEW	Tuesday, January 22nd	9am-12pm	The Academy Building * Suite 220 (room 214) 182 SW Academy St * Dallas, OR 97338	Polk	# 60891
OVERVIEW	Wednesday, February 6th	6pm-9pm	McMinnville DHS 334 Norton Lane McMinnville, OR 97128	Yamhill	# 61013
OVERVIEW	Monday February 11th	6pm-9pm	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	# 60711
OVERVIEW	Wednesday, March 20th	6pm-9pm	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	# 60713

SAFETY SET TRAININGS

FOOD HANDLER CERTIFICATION

Cost: \$10.00

OPTION # 1 –ONLINE <http://triwou.org/pages/show/ccccrr-food-handler-certification?site=ccccrr>

OPTION # 2 –SELF-STUDY PACKET You may purchase a self-study packet by sending the registration form with a check or money order.

OPTION # 3 - PURCHASE SELF-STUDY PACKET ONLINE <http://mycommunityaction.org/CCR&R/classes.html>

Packets will be put in mail with in 2 business days.

2 Hours/CKC: HSN

Call if you have any questions CCR&R: 503-585-2491

SAFE SLEEP FOR OREGON'S INFANTS

Cost: FREE

Set One

CKC: Health, Safety, and Nutrition (HSN)

1 Hour

OPTION # 1 –ONLINE <https://oregonearlylearning.com/providers-educators/professional-development/Self>

OPTION # 2 –SELF-STUDY PACKET

If you have any questions please call:

CCR&R office: 503-585-2491 or Office of Child Care office: 503-947-1400

Recognizing and Reporting Child Abuse and Neglect/RRCAN

RRCAN: Child care and education providers are among those persons who are mandatory reporters of suspected incidents of child abuse and neglect in the state of Oregon. Participants will learn the process for reporting incidents of child abuse or neglect for which they have reasonable cause to believe have occurred.

See below for ways you can take this course

OPTION # 1 –ONLINE

Cost: FREE

Go to: <http://campus.educadium.com/OCCD/>

OPTION # 2 –CLASSROOM

Cost: \$10.00

If you need this class call: 503-585-2491

OPTION # 3 –SELF-STUDY PACKET

Call: 503-585-2491

Cost: \$10.00

INTRODUCTION TO CHILD CARE HEALTH AND SAFETY (ICCHS)

Set One

CKC: HSN

Cost: FREE

The **Introduction to Child Care Health and Safety** training is a FREE, two hour online training provided by the Oregon Center for Career Development. This training is designed to provide basic health and safety training for child care providers in Oregon.

ONLINE GO TO: <http://campus.educadium.com/OCCD/>

You can also go online to view the training calendar at:

www.oregonchildcaretraining.org

Adult, Infant & Child CPR/First Aid

See below for ways you can take this course

CKC: HSN

First aid and CPR (cardio-pulmonary resuscitation) for children, including infants, and adults. Current first aid and CPR certifications are required for certified and registered family child care providers as well as for some staff in certified child care centers. This training meets Office of Child Care licensing requirements as well as requirements for the DHS Subsidy providers.

Additional Information: Registered and Certified Child Family Care Providers will receive their renewal for **CPR/FA for FREE**, made possible from funds through AFSCME. **If you sign up and do not show up to class, and do not call to reschedule, you will lose your free class.** You **MUST** call and let us know that you will not be able to attend, and we will reschedule you. Please be aware this is only to be used by the license holder unfortunately staff members are **NOT** eligible. If you have any questions about this please call the office.

Phone: 503-585-2491

OPTION # 1 –CLASSROOM CPR and First Aid**Cost: \$ 45.00**

Class	Date	Time	Location	County	Cost	Training ID #
CPR/FA	Saturday, January 12th	8:30am- 12:30pm	Salem Hospital, Bldg. C (Room A/B/ C) 875 Oak St Salem, OR	Marion	\$45	# 60868
CPR/FA	Saturday, February 9th	8:30am- 12:30pm	Salem Hospital, Bldg. C (Room A/B/ C) 875 Oak St Salem, OR	Marion	\$45	# 60885
CPR/FA	Saturday, March 9th	8:30am- 12:30pm	Salem Hospital, Bldg. C (Room A/B/ C) 875 Oak St Salem, OR	Marion	\$45	# 60886

OPTION # 2–HYBRID CPR/FA (2-3 hours online & 1-2 hours in classroom) Cost: \$ 40.00

Online piece that **must be completed before attending the in-person** hands on portion of the training.
 LINK with information for online portion will be emailed and must be **completed prior to the class**
 after we received payment. **12 Participants ONLY**

24 Hours in advance ONLINE payment ONLY

Class	Date	Time	Location	County	Cost	Training ID #
Hybrid CPR/FA	Tuesday, January 15th	6pm-8pm Classroom	McMinnville DHS 334 Norton Lane McMinnville, OR 97128	Yamhill	\$40	# 60221
Hybrid CPR/FA	Tuesday, January 22nd	1:30pm-3:30pm Classroom	The Academy Building * Suite 220 (room 214) 182 SW Academy St * Dallas, OR 97338	Polk	\$40	# 60894
Hybrid CPR/FA	Thursday January 31st	6pm-8pm Classroom	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	\$40	# 60716
Hybrid CPR/FA	Wednesday, February 13th	6pm-8pm Classroom	McMinnville DHS 334 Norton Lane McMinnville, OR 97128	Yamhill	\$40	# 61017
Hybrid CPR/FA	Monday February 25th	6pm-8pm Classroom	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	\$40	# 60718
Hybrid CPR/FA	Monday, March 18th	6pm-8pm Classroom	McMinnville DHS 334 Norton Lane McMinnville, OR 97128	Yamhill	\$40	# 61018
Hybrid CPR/FA	Tuesday, March 19th	10am-12pm Classroom	The Academy Building * Suite 220 (room 214) 182 SW Academy St * Dallas, OR 97338	Polk	\$40	# 60897
Hybrid CPR/FA	Wednesday March 27th	6pm-8pm Classroom	Child Care Resource & Referral 2475 Center St. NE Salem, OR 97301	Marion	\$40	# 60720



**HAPPY NEW
2019
YEAR**



DHS Child Care Provider Types

Department of Human Services (DHS) Child Care Provider Types

A child care provider must be approved by DHS before being eligible to receive payment for child care services on behalf of a subsidy family. To be approved by DHS, all providers must submit a completed Child Care Provider Listing form (DHS 7494) to the Direct Pay Unit (DPU). A provider may have additional requirements to complete before or after being approved by DHS. Requirements are based upon the type of child care provider. Once approved, DHS child care providers must continue to meet DHS provider requirements. A full list of the DHS provider requirements can be found in the DHS Child Care Provider Guide (DHS 7492) or at the DHS website:

<http://www.oregon.gov/DHS/ASSISTANCE/CHILD-CARE/Pages/Providers.aspx>.

These provider are exempt from being licensed with the Early Learning Divisions (ELD), Office of Child Care (OCC)

License exempt Relative Standard Family (FAM)	Provider is related* to all children in their care <ul style="list-style-type: none"> Complete a DHS Child Care Provider Listing form (DHS 7494) Provider and all household members 16 years and older pass a criminal background and CPS check. Meet all DHS Health and Safety and Provider Requirements. Complete <i>Introduction to Child Care Health and Safety</i> Training and <i>DHS Orientation</i> within 90 days of being approved.
License exempt non-relative Standard Family (FAM)	Providers is not a related* to a child in their care. Note additional requirements. <ul style="list-style-type: none"> Complete the <i>Introduction to Child Care Health and Safety</i> Training, <i>CPR/First Aid</i>, <i>Recognizing and Reporting Child Abuse and Neglect</i> prior to submitting listing form. Complete a DHS Child Care Provider Listing Form (DHS 7494) Provider and all household members 16 years and older pass a criminal background and CPS check. Pass a Health and Safety Monitoring Visit, meet both DHS and OCC Health and Safety and Provider Requirements. Complete the <i>DHS Orientation</i> within 90 days of being approved. Ongoing <ul style="list-style-type: none"> Pass annual Health and Safety Monitoring Visit. Complete 6 hours of additional training every two years.
Enhanced License Exempt Family (QFM)	Providers that are exempt from licensing and have met their respective requirements above. Can receive a higher rate of pay on behalf of the DHS family, by completing these additional requirements? <ul style="list-style-type: none"> Complete and pass the Food Handlers test Registered with the Oregon Registry. (The Oregon Registry is through Portland State University, Oregon Center for Career Development (OCCD)) Complete 8 additional hours of training every two years.

*Relative is defined as great grandparent, grandparent, aunt/uncle or sibling (living outside the home) established by blood, adoption or marriage.

LEHRC– License Exempt Homes and Relative Care DHS Child Care Provider Orientation Classes

This class gives information on The DHS Child Care Subsidy Program options. It helps participants understand the DHS listing and billing process. This class is MANDATORY for Non-Licensed (EXEMPT) caregivers approved by DHS to receive Employment Related Day Care Subsidy payments. Participants will also learn how to become eligible for the DHS Enhanced Rate program that increases what caregivers can get paid for child care from DHS participants will also hear about the SEIU union that represents unlicensed family child care providers. Come meet other providers and bring questions!!

DATE	TIME	LOCATION	COUNTY	TRAINING ID #
Thursday, January 10th, 2019	6pm-8pm	Child Care Resource & Referral 2475 Center ST NE Salem, OR 97301	Marion	# 60710
Thursday, February 7th, 2019	6pm-8pm	Child Care Resource & Referral 2475 Center ST NE Salem, OR 97301	Marion	# 60712
Tuesday, February 19th, 2019	9am-11am	The Academy Building * Suite 220 (room 214) 182 SW Academy St * Dallas, OR 97338	Polk	# 60892
Tuesday, February 19th, 2019	6pm-8pm	McMinnville DHS 334 Norton Lane McMinnville, OR 97128	Yamhill	# 61015
Tuesday, March 5th, 2019	6pm-8pm	Child Care Resource & Referral 2475 Center ST NE Salem, OR 97301	Marion	# 60714



Child Care Resource & Referral Staff 503-585-2491

Shannon Vandehey	Program Director/QIS	Ext. 1119
Shirley Calonder	EC Program Specialist/QIS	Ext. 1118
Jenna Sanders	EC Project Manager/Inclusive Child Care	Ext. 1122
Lauren Josi	EC PD Specialist	Ext. 1123
Olga Arshilovich	EC Program Specialist/QIS/Russian	Ext. 1124
Bertha Camacho	EC Program Specialist/QIS/Spanish	Ext. 1125
Ingrid Diaz	EC Program Support/Spanish	Ext. 1168

MARION COUNTY

Monday January 7th, 2019

Training ID # 61048

Developmental Milestones vs. Delayed Milestones for Toddlers

Examination of How to Detect Delays Based on Evidence-Based Practices

Time: 6:30pm-9:30pm

Cost: \$ 20.00

Location: First Baptist Church * 395 Marion St (room 109) * Salem, OR

Class Description: Learning to detect delays in a child's development is critical to early intervention. Learn how to pick up on abnormal behaviors through examination of typical vs. atypical behaviors. This training will explore and examine through video clips how stages of development and interactions occur during different phases of development.

Presented by: Minaz Chauthani

Set Two

CKC: HGD

Age group: Infant/Toddler, Preschool

Saturday January 26th, 2019

Program Evaluation

Training ID # PENDING

Time: 8:30am-12:30pm

Cost: \$25.00

Location: First Baptist Church * 395 Marion St (room 109) * Salem, OR

Class Description: For many, program evaluation is a confusing and complicated process. Who do you involve? How should you do it? What should you measure? Join this session and explore the steps of program evaluation. We will evaluate strategies for engaging stakeholders and select methods of collecting data that work best for your program. Finally we will explore ways to analyze, interpret and present evaluation data. Leave this session with a clear plan on why you should evaluate and how you can best accomplish your evaluation goals.

Presented by: Amy Lomanto

Set Two

CKC: PM

Age group: No Age-Related Content

Monday February 4th, 2019

Training ID # 61116

Best Practices in Family Child Care Record Keeping for Taxes

Time: 6:30pm-9:30pm

Cost: \$ 20.00

Location: First Baptist Church * 395 Marion St (room 109) * Salem, OR

Class Description: Now is the time to set up your record keeping systems for the coming year. Keeping good records can help you save as much as \$50 in taxes for every \$100 you spend on your business. Good record keeping can help you in disputes with parents and help you meet requirements of CCD, DHS, and the USDA program. Topics will include income tax, self-employment tax, deductible expenses, time-space calculations, the EIN, accounting methods, and useful forms.

Presented by: Sonia Thomas

Set Two

CKC: PM

Age group: No Age-Related Content

Saturday February 9th, 2019

Training ID # 61025

Implementing Developmental Screening Using the Ages and Stages Questionnaire -

Third Edition (ASQ - 3) Standardized

Time: 9am-3:30pm

Cost: \$ FREE

Location: Child Care Resource & Referral * 2475 Center St. NE * Salem, OR 97301

Class Description: The importance of screening and early intervention cannot be over emphasized. Oregon's child care providers, home visitors and other learning and development professionals are in a unique position to identify developmental delays early. In this interactive, practical, hands-on session, participants will explore current health and early learning policies promoting developmental screening and examine implementation of developmental screening using the Ages & Stages Questionnaire (ASQ) including the ASQ Oregon website. Participants will also explore strategies to expand skills for engaging families around screening results and build capacity to navigate community resources and make referrals.

Presented by: Shirley Calonder

Set Two

CKC: FCS(2); O&A (4)

Age group: Infant/Toddler, Preschool

Class is FREE - Preference given to Marion, Polk & Yamhill County Providers
A.M. Fruit & Muffins * Lunch Provided * Forms Kit * ASQ Guide Book *
Bag of Manipulatives of Assessment (Limited to 1st 20 participants)

Monday February 11th, 2019	The Power of Preschool Sociocultural and Personality Development	Training ID # 61124
Time: 6:30pm-9:30pm	Cost: \$ 20.00	Location: Salem Hospital, Bldg. C (Room A/B/ C) * 875 Oak St * Salem, OR
Class Description: Examination of the power of preschool in personality development. Under the microscope will be developmental issues and their resulting coping patterns. Different types of aggression and their purpose will be explored; as well as, the importance of peer play and understanding of self and others. We will navigate family dynamics and their force on development and the future.		
Presented by: Ashley Acers	Set Two	CKC: HGD Age group: Preschool
Saturday February 23rd, 2019	Becoming a Reflective Supervisor	Training ID # PENDING
Time: 8:30am-12:30pm	Cost: \$ 25.00	Location: First Baptist Church * 395 Marion St (room 109) * Salem, OR 97301
Class Description: Reflective Supervision is an effective strategy to support the work of those who support children and families. By developing and modeling trusting relationships, managers who utilize reflective supervision techniques provide their staff with valuable techniques they can use in many settings. Join us as we explore the elements of reflective supervision practices and practice selecting reflective supervision strategies.		
Presented by: Ronda Taft	Set TWO	CKC: PM Age group: No Age-Related Content
Thursday February 28th, 2019 Exploring Gender and Sexuality and How It Shapes Cultural Identity		Training ID # 60979
Time: 6:30pm-9:30pm	Cost: \$20.00	Location: First Baptist Church * 395 Marion St (room 422) * Salem, OR
Class Description: We will explore the ranges of gender identity and sexuality and examine developmentally appropriate and inclusive ways to integrate them into your program. We will examine ways to support the development of cultural identity in the areas of gender and sexuality.		
Presented by: Jenna Sanders	Set Two	CKC: DIV Age group: Preschool, School Age
Monday March 4th, 2019 Creating an Inclusive Classroom Environment that Celebrates All Children		Training ID # PENDING
Time: 6:30pm-9:30pm	Cost: \$ 20.00	Location: First Baptist Church * 395 Marion St (room 109) * Salem, OR
Class Description: This interactive training will focus on creating a classroom environment that celebrates and embraces inclusion of all children. Strategies that include visual supports, activities, family engagement, and more will be share. All children have strengths, challenges, an deserve to be part of the same classroom community. Participants will leave with a toolbox of activities and ideas for their classroom. Join us for this fun and interactive session!		
Presented by: Cindy Ryan	Set Two	CKC: LEC/SN Age group:
Saturday March 16th, 2019	Guiding Infant and Toddler Behavior	Training ID # PENDING
Time: 9am-12pm	Cost: \$ 20.00	Location: First Baptist Church * 395 Marion St (room 422) * Salem, OR
Class Description: Working with infants and toddlers can be both rewarding and challenging! In this workshop we will examine the interactions between guidance, development and positive relationships as well as responding to behaviors. Through activities and discussion we will address things from simple needs for attention to biting.		
Presented by: Rachel Elliott	Set Two	CKC: UGB Age group: Infant/Toddler

Monday March 25th, 2019**Training ID # PENDING****Sensory Processing Challenges: Meeting Needs and Managing Meltdowns****Time: 6:30pm-9:30pm****Cost: \$ 20.00****Location:** First Baptist Church * 395 Marion St (room 422) * Salem, OR

Class Description: Children with Sensory Processing Challenges have unique needs. When children's sensory needs aren't met, meltdowns are inevitable. Explore the different types of sensory needs as well and learn to implement strategies to prevent and manage these meltdowns.

Presented by: Lauren Josi**Set Two****CKC: SN****Age group:** Preschool, School Ages


Happy New Year 2019

POLK COUNTY**Thursday January 17th, 2019****Training ID # 61049****Understanding, Calming, and Preventing Tantrums**

Exploring the Role of Brain Development and Impact of Child/Caregiver Connection on Tantrums

Time: 6:30pm-9:30pm**Cost: \$20.00****Location:** Mid-Valley Christian Academy * 1483 16th St N * Monmouth, OR 97361

Class Description: Tantrums can be hard to understand and difficult to manage. Small children are just beginning to learn how deal with frustration and learn self-regulation. Participants will explore the brain's role in emotional regulation and examine what's happening inside a child's brain during a tantrum. Participants will explore strategies for response and prevention.

Presented by: Lauren Josi**Set Two****CKC: HGD (1.5); UGB (1.5)****Age group:** Preschool**Thursday February 21st, 2019****Training ID # PENDING****Exploring Tools for Social/Emotional Observation and Assessment****Time: 6:30pm-9:30pm****Cost: \$20.00****Location:** Mid-Valley Christian Academy * 1483 16th St N * Monmouth, OR 97361

Class Description: This training will examine tools including the Teaching Pyramid Observation Tool to support social/emotional program observation and assessment. We will also explore strategies to assess children's' social/emotional development.

Presented by: Jenna Sanders**Set Two****CKC: O&A****Age group:** Infant/Toddler, Preschool**Thursday March 21st, 2019****Training ID # PENDING****Sensory Processing Challenges: Meeting Needs and Managing Meltdowns****Time: 6:30pm-9:30pm****Cost: \$ 20.00****Location:** Mid-Valley Christian Academy * 1483 16th St N * Monmouth, OR 97361

Class Description: Children with Sensory Processing Challenges have unique needs. When children's sensory needs aren't met, meltdowns are inevitable. Explore the different types of sensory needs as well and learn to implement strategies to prevent and manage these meltdowns.

Presented by: Lauren Josi**Set Two****CKC: SN****Age group:** Preschool, School Ages

YAMHILL COUNTY

Monday January 7th, 2019

Training ID # PENDING

Exploring Tools for Social/Emotional Observation and Assessment

Time: 6:30pm-9:30pm

Cost: \$20.00

Location: McMinnville DHS * 334 Norton Lane * McMinnville, OR 97128

Class Description: This training will examine tools including the Teaching Pyramid Observation Tool to support social/emotional program observation and assessment. We will also explore strategies to assess children's' social/emotional development.

Presented by: Jenna Sanders

Set Two

CKC: O&A

Age group: Infant/Toddler, Preschool

Monday February 4th, 2019

Training ID # 61021

Exploring Enterprise Talk Techniques To Improve Your Interaction With Children

Teacher Talk to Guide Behavior

Time: 6:30pm-9:30pm

Cost: \$20.00

Location: McMinnville DHS * 334 Norton Lane * McMinnville, OR 97128

Class Description: Teaching requires a close human relationship. The quality of any relationship is derived from authenticity and integrity. "Enterprise Talk" is a communication approach that reinforces taking control over "what" you say and "how" you say it...without relying on power and authority.

Participants will learn new techniques using talk for teacher/child interactions.

Presented by: Ashley Acers

Set Two

CKC: UGB

Age group:

Wednesday March 6th, 2019

Training ID # PENDING

Sensory Processing Challenges: Meeting Needs and Managing Meltdowns

Time: 6:30pm-9:30pm

Cost: \$ 20.00

Location: McMinnville DHS * 334 Norton Lane * McMinnville, OR 97128

Class Description: Children with Sensory Processing Challenges have unique needs. When children's sensory needs aren't met, meltdowns are inevitable. Explore the different types of sensory needs as well and learn to implement strategies to prevent and manage these meltdowns.

Presented by: Lauren Josi

Set Two

CKC: SN

Age group: Preschool, School Ages

HAPPY ★ NEW ★ YEAR

Oregon's Quality Rating and Improvement System (QRIS/SPARK)

Increasing Quality Training

Set One**CKC: PM****Age group: No Age-Related Content****Cost: FREE**

Class Description: This session is the first step in participation in Oregon's Quality Rating and Improvement System (QRIS). Oregon's QRIS recognizes, rewards and builds on what you are already doing well and provides free tools, financial incentives and professional support to increase and document your quality. In this session participants will explore QRIS participation through a step by step breakdown of the QRIS process and criteria and get an in depth look at the benefits of participating in Oregon's QRIS.

If you are interesting in the Increasing Quality Training. Please call: 503-585-2491



**For more information and
subscribe to QRIS/SPARK
newsletter go to:**

<http://triwou.org/projects/qris/revision>

Oregonspark.org



ONLINE TRAINING

Check out our website, for online training options. CCR&R has classes available for renewal or to help with CDA's from Child Care Aware. Click on the link **Child Care Aware Academy** to see the classes that are available.

http://www.mwvcaa.org/CCR&R/CCR&R_home.html



**If you have any questions or concerns please feel free to call our office:
(503)585-2491**



Definitions of Core Knowledge Categories

Office of Child Care Identification	Core Knowledge Category Definition*
Child Development	Diversity (DIV): Knowledge of differences in race, gender, ability, age, language, family composition, culture, ethnicity, socio-economic status, and/or religion. Weaving anti-bias awareness throughout all program activities and learning environments for children and youth.
	Families & Community Systems (FCS): Knowledge of the complex characteristics of children's families and communities. Establishing respectful relationships and communication with family and community members.
	Human Growth & Development (HGD): Knowledge of social, emotional, cognitive and physical growth and development. Using developmentally appropriate practices and principles in programs for children and youth.
	Learning Environments & Curriculum (LEC): Knowledge of the relationship between physical space, activities, experiences, and materials with child behavior, growth and development. Creating developmentally appropriate and culturally appropriate learning environments and curricula to foster optimum growth and development of children and youth.
	Observation & Assessment (OA): Knowledge of observation techniques, assessment tools, and documentation procedures for children and youth. Using observation and assessment to individualize learning experiences, improve the effectiveness of the learning environment, and support referrals for specialized services.
	Special Needs (SN): Knowledge of disabilities and other special needs, related resources, and regulations/laws. Implementing an inclusive and sensitive practice with children and youth in partnership with families.
	Understanding & Guiding Behavior (UGB): Knowledge of developmentally appropriate and culturally appropriate guidance theories, principles and practices. Providing positive guidance to foster self-esteem, self-regulation, constructive behavior, and positive relationships for children and youth.
Varies (see Note)	<p>Health, Safety & Nutrition (HSN): Knowledge of basic health, safety, and nutrition principles and practices. Knowledge of child abuse and neglect prevention, identification, reporting procedures, and therapeutic care. Promoting healthy choices and safety awareness with children and youth.</p> <p>Note: Office of Child Care identified as "Child Development" except safety Sets (Child Abuse and Neglect, CPR, first Aid and Foo Handlers which are "Other").</p>
Other	Personal, Professional & Leadership Development (PPLD): Knowledge of childhood care and education as a profession with an identified body of knowledge, professional standards, professional ethics, and established systems. Participating in leadership, advocacy, personal growth, and professional development activities.
	Program Management (PM): Knowledge of accepted business practices, legal and regulatory requirements, financial obligations, and record keeping. Developing or implementing program policies, communication strategies, management plans, and sound financial practices.

*Full Descriptions of standards related to the Core Knowledge Categories can be found at: <http://www.pdx.edu/occd/forms-and-resources>

CHILD CARE RESOURCE & REFERRAL OF MARION, POLK & YAMHILL COUNTIES

CLASS PAYMENT POLICY

To register for a class, you **MUST PRE-PAY:**

- We will no longer pre-register over the phone or by email. **All classes require payment upon registration.** This does not apply to classes that are held free of charge or for licensed family providers who are eligible for CPR/FA & RRCAN renewal.
- If not registering ONLINE, each person registering for a class needs to fill out a separate registration form. One form per person. Please make copies as needed or download more copies from our website: www.mycommunityaction.org/CCR
- **Payments are only transferable within designated program.**
- Placement in a requested class will be on a first-come, first-serve basis. All classes are space limited.
- We are not responsible for any **CASH mailed to us.**

To pay choose your option:

Option # 1: Pay online with credit/debit card through website: <http://mycommunityaction.org/CCR&R/classes.html> If paying outside of normal business hours on the day of the class or over the weekend, please bring payment confirmation to the class for proof of payment and to receive class certificate of attendance.

Option #2: Complete class registration form and mail with payment's, (check or money order only) to address listed on the form. Payment must be received prior to date of class. We will call if a class is **FULL** when we receive your registration and payment.

Option #3: Complete class registration form and pay in person in our office, prior to the class (during working hours, we will accept cash, check, money order or debit/credit card).

Refund Policy: **NO REFUNDS** – we are only providing **class credit** to those who give prior notice or when a class is cancelled.

Cancellation Policy: Cancellations must be received prior to the class at the latest **by 3pm on the class date**. In the event that class is cancelled, by either CCR&R or the participant, CCR&R will send a **CLASS CREDIT VOUCHER** (Training Bucks) that can be used to attend future workshops. The class credit voucher is good for one year from issue date.

Check Returned Policy

All checks returned to MWVCAA/CCR&R because of insufficient funds, will be subject to the following fee: in addition to the amount of the returned check, you will be charged an NSF Fee of **\$25.00; you must immediately pay** by cash or money order. We cannot accept a personal check from you.

Attendance Policy: If you miss a class and have not given prior notice, you forfeit the payment for the class, you are considered a NO SHOW. It is important that participants arrive on time and stay for the duration of the class. Participants arriving **later than 15 minutes** after the start of class will not be allowed in. **Full attendance is mandatory.**

Inclement Weather: In the case of inclement weather, CCR&R classes will be cancelled when Community Action Agency is closed. Closures will be announced via radio, television networks or CCR&R staff. If class is not cancelled and you choose not to attend, you forfeit any applicable payment. If class is cancelled by CCR&R, staff will contact you with new date of the class.

Accommodations Available: Individuals who require accommodations due to language or disability may contact CCR&R at : 503-585-2491. Please call at least two weeks prior to date to ensure availability.

CCR&R Classroom Etiquette

- Come prepared. Bring writing utensils and a notepad or notebook paper to take notes.
- Be ready to start at the scheduled class time.
- **No children are allowed in class.** If you have a breastfeeding infant and need to bring him/her to class, please call us to make arrangements.
- Please make sure to sign in on the roster sheet when you arrive at the class.
- **Cell phones must be in silence mode or turned off**, please be respectful in using them during breaks or in an emergency.
- Your questions, class participation, and engagement are very important and highly encouraged. Remember to be respectful to all and mindful of the class flow. Avoid unnecessary interruptions.

It is your responsibility to track the dates and location of the classes you register for.

CCR&R CLASS REGISTRATION FORM for Marion, Polk & Yamhill Counties Classes
ONE FORM PER PERSON - MUST BE FILLED OUT COMPLETELY

FIRST NAME: PLEASE PRINT		LAST NAME:		
HOME ADDRESS:		CITY:		
ZIP:		BIRTH DATE: MM/DD/YYYY ____/____/____		
PHONE NUMBER:		GENDER: MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>		
Personal Email: For class confirmation – PLEASE PRINT)				
CENTER NAME (if applicable)				
TRAINING ID #	NAME OF THE TRAINING	COUNTY	DATE	COST
#				\$
#				\$
#				\$
Food Handler Self-Study Packet	Yes! Please mail me a FH self-study packet. I have attached a payment of \$10.00 Check: English <input type="checkbox"/> Spanish <input type="checkbox"/> Russian <input type="checkbox"/>			\$
RRCAN Self-Study Packet	Yes! Please mail me a FH self-study packet. I have attached a payment of \$10.00 Check: English <input type="checkbox"/> Spanish <input type="checkbox"/> Russian <input type="checkbox"/>			
Do you need a receipt mailed to you? Yes <input type="checkbox"/> No <input type="checkbox"/>				Total: \$

Please mail the class registration form **with** payments to:
MWVCAA/CCRR
Attn: Accounts Payable
2475 Center Street NE * Salem OR 97301



OFFICE USE ONLY

Paid by (If different name on the form):			
Cash: \$	Money Order #		\$
Check # \$	Debit/Credit Card #	Exp. Date:	\$
Class Credit # \$	Scholarship:	Note:	
Front Desk Staff:	Date:		
Receipt given by receptionist - Initials:			
CCR&R Staff:		Date:	
Receipt mailed by CCR&R Staff:		Entered into ORO	