

## Introducing the Infant Toddler and School-Aged Youth Development Credentials

The Division of Child Care has created and passed regulation to support early care and education professionals working specifically with Infant and Toddler and School Aged children through the development of state recognized credentials. These credentials are optional opportunities, like the Commonwealth Child Care Credential and the Director's Credential, for professionals to target and display their knowledge, skills, and abilities around the specific needs of these two age groups.

Regulations for the Infant and Toddler Credential: <https://apps.legislature.ky.gov/law/kar/titles/922/002/245/>

Regulations for the School Aged Youth Development Credential:  
<https://apps.legislature.ky.gov/law/kar/titles/922/002/255/>

### How it will work:

- The Kentucky Division of Child Care Infant and Toddler and School Aged Youth Development Credentials are each three levels. Each level requires a different amount of education and training or work experience.
  - Approved coursework, instruction or education will be identified by the ECE-TRIS training type that corresponds with the course/training.
  - Training and education must be exclusive to Infants and Toddlers, or School Aged Youth Development topics to count for the credential.

***If you have an existing CDA or higher education degree, you may be eligible! Check the guidelines below for eligibility. If you are searching for training to support a credential...***

- Using the ECE-TRIS Calendar/Approved Training Area, choose the training type for the credential you would like to earn (Infant/Toddler or School Aged, respectively). All trainings that have been pre-approved for the credential will display in the results.
- You can submit trainings to be approved in the Training Requests area. Please allow 30 days before taking a training to get approval.
- Here is an example for the Infant and Toddler credential to locate training in the Calendar/Training Search area:

## Calendar/Training Search

### Training Types

- Infant/Toddler (Birth to 3 yrs)

- Core Content Subject Area(s)
- Child growth and development.
  - Health, safety, and nutrition.
  - Professional development/professionalism.
  - Learning environment and curriculum.
  - Child assessment.
  - Family and community partnerships.
  - Program management and evaluation.

To start your application, navigate to the Home Menu of ECE-TRIS, and look for this option:



### Infant Toddler and School Age Credential Application

Click here to request a Infant Toddler or School Age Credential applications

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You can then Submit an Application by clicking the orange “Submit an Application” button:

[Home](#) / [Credential Application Search](#)

### Credential Application Search

**First & Last Name** First:  Last:   
*Specify the personnel's first and/or last name*

**Request Type \***    
*What type of application is this?*

**Region**    
*Specify the status to filter by*

**Status**    
*Specify the status to filter by, leave blank to view all statuses*

**Sort Search Results**      
*Select how you would like the results to be sorted.*

[Search Applications](#)

[Submit An Application](#)

If you have already begun an application, you can also search for your own application using your name.

When the application opens, there will be a link with instructions at the top of the page:

[Home](#) / [Credential Application Search](#) / [Create Credential Application Submission](#)

### Credential Application

#### Instructions

To view the complete list of instructions for submitting a new DCC Credential application click [this link](#). The instruction pdf will open in a new tab or window depending on your browser settings. You can leave that tab or window open for reference and return to the form when ready.



#### Application Type

**Application Type \***  Initial  Renewal  Update  
*What type of application is this?*

**Credential Type Requested \***  Infant and Toddler  School Age  
*What type of application is this?*

Fill out all required fields, attach necessary documents, and be on the lookout via e-mail notification for requests for documentation, or approvals and denials.

# Introducing the Infant Toddler and School-Aged Youth Development Credentials

## Requirements of the Credentials

### **Infant and Toddler Credential required education or training by Level:**

- Level 1: Infant and Toddler Associate
  - 60 hours of instruction in cabinet approved infant and toddler topics within the past 2 years OR
  - 60 hours of instruction cabinet approved infant and toddler topics as part of a secondary education program
- Level 2: Infant and Toddler Professional
  - 120 hours of instruction in cabinet approved infant and toddler topics within 2 years
  - Current Infant and Toddler CDA OR
  - Current Family Child Care CDA AND
    - 30 additional hours in infant and toddler topics OR
    - Completed requirements for Level 1 within the past 3 years
- Level 3: Infant and Toddler Leader
  - Associate degree, Bachelor's degree, or higher in infant and toddler field with a minimum of 9 credit hours in infant and toddler topics
  - Bachelor's degree or higher in an unrelated field with 60 additional hours of instruction in cabinet approved infant and toddler topics in the past 2 years

### **School Aged Youth Development required education or training by Level:**

- Level 1: School-Aged Youth Development Associate
  - 60 hours of instruction in school-aged youth development topics within the past 2 years OR
  - 60 hours of instruction in school-aged youth development topics as part of a secondary education program
- Level 2: School Aged Youth Development Professional
  - 120 hours of instruction in school-aged youth development topics within 2 years
  - Current Military School Age CDA OR
  - Current Preschool CDA AND
    - 30 additional hours in school-aged youth topics OR
    - Completed requirements for Level 1 within the past 3 years
- Level 3: School Aged Youth Development Leader
  - Associate degree, Bachelor's degree, or higher in school-aged youth development field with a minimum of 9 credit hours in school-aged youth development topics
  - Bachelor's degree or higher in other field with 60 additional hours of instruction in school-aged youth development topics in the past 2 years

### **Work Experience Requirements:**

Levels 2 and 3 of both credentials require a work experience component, except for if you are utilizing a CDA to apply for the credential. This can include paid work and volunteer experience. Applicants will be required to submit a detailed resume with their online application to show the required work experience totaling 480 hours over the course of three years.

If you are using a CDA to apply for a Level 2 Credential, you do not need to submit additional work experience.

### **Additional Requirements:**

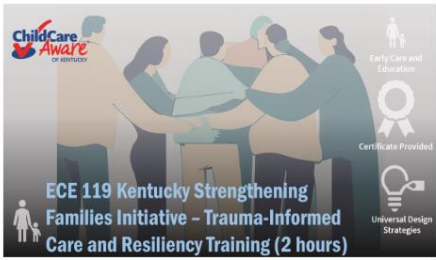
Applicants for all levels of the Infant and Toddler Credential will be required to have a current Pediatric CPR and First Aid certification, along with a Pediatric Head Trauma certification.

Applicants for all levels of the School Aged Youth Development Credential will be required to have a current Child/Adult CPR and First Aid Certification.

## Introducing the Infant Toddler and School-Aged Youth Development Credentials

For all levels of both credentials, applicants are required to:

- Complete the “Introduction to DCC Credentials” Training: <https://learn.trc.eku.edu/moodle/course/view.php?id=330>
- Complete the cabinet training on trauma informed care: ECE 119: Kentucky Strengthening Families Initiative: Trauma Informed Care and Resiliency: <https://www.hdilearning.org/courses/ece-119-trauma-informed-care-and-resiliency/>



The graphic features a central illustration of four diverse people (two men and two women) standing in a circle, holding hands. To the left is the 'ChildCare Aware of Kentucky' logo. To the right are icons for 'Early Care and Education', 'Certificate Provided', and 'Universal Design Strategies'. The main text reads: 'ECE 119 Kentucky Strengthening Families Initiative - Trauma-Informed Care and Resiliency Training (2 hours)'.

**ECE 119: Kentucky Strengthening Families Initiative: Trauma-Informed Care and Resiliency Training (2 Hours)**

Trauma is an emotional response to an event. We all experience trauma at some point; however, some individuals bounce back from trauma better than others. All children can learn tools to increase their resiliency to support them in times of crisis. Throughout this training, participants will learn more about trauma, the symptoms of trauma and the impact of trauma on child growth and development, as well as how to build resiliency in children to limit the impacts of trauma. This course is required for the Infant and Toddler Credential and School Age Youth Development Credential.

Free / student

- Complete a self-assessment and attach it to the online application. It is the DCC-245 A for Infant and Toddler Credential, and the DCC-255A for the School Aged Youth Development Credential. The forms can be found here: <https://ece.trc.eku.edu/ece/resources/forms>
- Attach a Letter of Recommendation from a supervisor to your online application. If you do not have a supervisor, a Letter of Recommendation can come from a family that you serve.
- Attach any education documents and a resume, if required, to your online application.

### Renewal Requirements:

Renewals can be completed every three years, with the following:

- Completed Renewal Application
- 45 hours of cabinet approved training or college coursework in school-aged youth development or infant and toddler topics (depending on the type of credential you are renewing)
- A detailed resume with documentation of 480 hours of work/volunteer experience providing services to school-aged children or infant and toddlers over the past 3 years (depending on the type of credential)
- Renewal applicants for an Infant and Toddler Credential must have a current Pediatric CPR and First Aid certification, along with a Pediatric Head Trauma certification
- Renewal applicants for a School Aged Youth Development Credential must have a current Child and Adult CPR and First Aid Certification
- A completed Self-Assessment (a DCC-245A or DCC-255A, depending on the type of credential you are renewing)
- A Letter of Recommendation from supervisor or a parent/guardian of a child in your program if you do not have a supervisor