

Childcare Connections

Continuing Professional Development

Child Care Standards 2. Providers who are better trained, are better able to prevent, recognize and correct health and safety problems to support appropriate child development.

Day Care Providers should complete a minimum of 6 hours per year (January—December)

Day Care Centre Personnel should complete a minimum of 10 hours per year (September—August)

NOTE: A maximum of 2 hours can be transferred to the following year if 10 or more hours are completed for day care providers and 15 or more hours are completed for day care centre personnel.

Non-Certificate Continuing Professional Development Summary Form must be completed for any activity that does not produce a certificate and must be kept with the Continuing Professional Development Declaration Form.

Professional Development opportunities can include:

- First Aid/ CPR every 2 years (maximum of 4 hours credit)
- SCARS every 3 years
- Online webinars/ lectures/ presentations
 - [Child Care Training and Education | Government of Bermuda \(www.gov.bm\)](http://www.gov.bm)
- Internal training by **Owner/Operator**, Person in Charge/Deputy
- Formal courses resulting in credits or continuing education units either online or through Bermuda College
- Training offered by Child Care Regulation Programme
- Skills review as part of relicensing process- assesses understanding of standards and real-life scenarios (can only be done every other year).

Note: When provided, personnel and providers should keep a copy of their certificate with the Continuing Professional Development Declaration Form. In the absence of certificates personnel should complete the Non-Certificate Continuing Professional Development Summary Form.



Child Care Regulation Programme Non – Certificate Continuing Professional Development Summary Form

Instructions: This Non-Certificate Continuing Professional Development Summary Form is to be used to record training where no certificate is produced. A separate form must be completed for each activity and kept with your continuing professional development declaration form in lieu of a certificate. This form should be completed in its entirety to document:

- In house trainings offered by Person in Charge or Deputies;
- Educational videos from a recognized bodies (governments or universities) on YouTube;
- Webinars where certificates are not produced.
- Giving a presentation at a workshop for Early childhood Educators

Name:	Instructor/Organization:
Title of Training:	Date of Training:
Instructional Method:	Credit Hours Earned*:
Training Duration:	
Website Link:	

*Please note credit hours are limited to the documented video length.

Description of Activity:

Description of how you will apply your new knowledge to your practice:

I affirm that this activity merits CPD credit in that it meets the following criteria:

1. This activity enhanced my professional skills and/or added to my knowledge base.
2. This activity was relevant to the professional practice of Early Childhood Studies.

Signature:	Date:
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Continuing Professional Development hours must be logged on the *Continuing Professional Development Declaration Form* and Professional Development Certificates will be reviewed during S.T.A.R.S Inspections.

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GOVERNMENT OF BERMUDA

Ministry of Health

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