











# Child Care Provider Professional Development Course List

All courses may be taken to fulfill Michigan Day Care Licensing annual training requirements and the Michigan Great Start to Quality Tiered Rating & Improvement System, Self Assessment Survey components.














<b>Hot, New Topics and Specials!!</b>			
Core Area	Course title, description and number of training hours	Course Type & time	Cost
Program Management	<b>Bookkeeping and Taxes-</b> Maximize record keeping <i>for home and group day care businesses</i> . Learn up to date tax preparation tips. Guest Presenter: Marjie Koons, Tax Preparer and Group Day Care Provider (3 hrs)	 HSB Classroom 6:30-9:30 pm Jan. 26	\$18 Special
Interactions and Guidance	<b>Caring for the Defiant Child-</b> Come learn characteristics of the defiant child, what oppositional defiance disorder is and tools & tips for handling the highly explosive child. Guest presenter, Tim Monroe, LMSW, ACSW, DCSW (3 hrs)	 HSB Classroom 6:30-9:30 pm Feb. 21 OR Feb. 28	\$18 Special
Teaching and Learning	<b>Helping Children Value Diversity-</b> See page 3 for description. (3 hrs)	 HSB Classroom 6:30-9:30 pm March 15	\$18 Special
Teaching and Learning	<b>What Children Learn When You Are Not Teaching-</b> Children learn more through play and quality experiences than through traditional academic learning. This course covers how you children learn best and gives opportunities for you to explore the power of play! You must be caring for children older than 1 year to complete some of the assignments. (3 hrs)	 MOODLE	\$18 Special
Observation, Documentation and Assessment	<b>Journaling and Portfolios-</b> Learn methods and practices to help you use journaling and portfolios to document children’s development. Journals and portfolios can serve many purposes in the early childhood environment. (3 hrs)	 Independent Study	\$28
Family and Community Collaboration	<b>Cultural Diversity and Inclusive Practices -</b> This course explores ways to help all types of families feel a sense of belonging in your program. How to support unique cultures and include all abilities in your program. Meets the specific SAS requirement. (3 hrs)	 Independent Study	\$28
Covers all 8 areas of Core Knowledge!	<b>Basics of Early Care and Education -</b> This is an introduction, or a great refresher in 5 main topics related to child development and early learning. <b>Child growth and development, food and nutrition, parent provider relationships, health and safety and professionalism/business practices.</b> <i>Optional 1.5 CEU upon completion at an additional cost of \$7 (15 hrs)</i>	 Independent Study	\$130

-  Unless otherwise noted, classroom courses meet at Human Services Bldg., 5303 S. Cedar St, Lansing.
-  Independent Study Courses are completed using mail or email, select option on registration page 7.
-  Internet Courses are done on line through MOODLE!

**Be sure to visit [www.greatstartconnect.org](http://www.greatstartconnect.org) regularly for an up- to- date listing of current courses**

## Rotating Seasonal Topics













Need a class not currently being offered? Visit <http://hd.ingham.org/Home/OfficeforYoungChildren.aspx> to browse the complete Catalog of Courses. Then, call 1-800-234-6996 for registration information

Core Area	Course title, description and number of training hours	Course Type & time	Cost
Child Development and Learning	<b>You Can Do Math and Science-</b> Math and science are all around! The potential for increasing math and science experiences is easier than you think! Learn ways to highlight math and science concepts into activities you are already doing! <b>Must be currently caring for children.</b> (3 hrs)	 MOODLE	\$28
Child Development and Learning	<b>Caring For Infants and Toddlers</b> Children birth to 3 years old need special attention for their brains to develop and help them be successful for the rest of their lives. Learn about brain development, primary care giving, tummy time, and why it's important to respond to babies when they cry. (3 hrs)	 MOODLE	\$28
Child Development and Learning	<b>Ten Things Every Child Needs for the Best Start in Life!</b> The early years of life are the most critical in terms of encouraging healthy development. This DVD shares ten simple things each child needs to help children reach their full potential. (2.5 hrs) <b>Must be currently caring for an infant to participate in this training.</b>	 Independent study DVD	\$28
Teaching and Learning	<b>Everyday Opportunity for Literacy</b> Learn easy ways to promote daily literacy in everyday routines. <b>Must be currently caring for children.</b> (3 hrs)	 MOODLE Or  Independent Study	\$28
Teaching and Learning	<b>Toys, Activities and the Environment for Infants &amp; Toddlers-</b> This course explores toys, activities and the environment for infants and toddlers. Topics include the importance of play, what kinds of toys and activities are age appropriate, strategies for maximizing the play experience and easy and inexpensive toys made from common household items. (3hrs)	 MOODLE	\$28
Interactions and Guidance	<b>Teaching Children Kindness-</b> Explore ways to add kindness to your everyday learning culture. Participants will implement assigned activities and report back as you promote concepts in kindness, caring and problem solving with children currently in care. Geared for preschool aged children. <b>Must be currently caring for children,</b> (3 hrs)	 MOODLE Or  Independent Study	\$28
Interactions and Guidance	<b>Extreme Makeover: Guidance and Discipline</b> Do you want to find new ways to guide children to listen and follow rules? Explore “tools” to use to teach children how to listen so you will have a smoother running program. <b>Must be currently caring for children.</b> (5 hrs) <i>Optional .5 CEU upon completion at an additional cost of \$7</i>	 MOODLE Or  Independent Study	\$60
Interactions and Guidance	<b>Stop the Bullying-Create a New Culture -</b> Explore effects of bullying on all the players: victim, bully, and bystanders. Learn signs of bullying, how to help all the players and create a bully-free environment. (5hrs) <i>Optional .5 CEU available upon completion at an additional cost of \$7</i>	 Independent study	\$60
Health, Safety and Nutrition	<b>Creating a Safe and Healthy Child Care Program-</b> Promote a safe and healthy physical and emotional environment. Topics include: illness in child care settings, choking, poisoning, car seat safety, food allergies, dental hygiene, and emergency preparedness. (5 hrs) <i>Optional .5 CEU available upon completion, additional cost of \$7</i>	 Independent Study	\$60
Professionalism	<b>Caring for Children with Special Needs (Inclusion 1)-</b> This course covers the Americans with Disabilities Act, child development, strategies for including all children, a focus on families and community resources. (16 hrs) <i>Optional 1.6 CEU available upon completion at an additional cost of \$7</i>	 Independent Study	\$130 Includes a DVD

## Specific Coursework Required by Michigan Day Care Licensing

Refer to the Michigan Day Care Licensing Book  
for requirements specific to your provider type and position.

[Licensing Rules for Child Care Centers](#) or [Licensing Rules for Family and Group Child Care Homes](#)

Core Area	Course title, description and number of training hours	Course Type & time	Cost
Health, Safety and Nutrition	<b>CPR Recertification</b> - American Heart Association, pediatric and adult CPR course	 Classroom, 6:30- 9:00 pm Feb. 15	\$30
Health, Safety and Nutrition	<b>CPR Certification and First Aid</b> - American Heart Association pediatric and adult CPR and First Aid course.	 Classroom 9am-1pm Saturday, March 31	\$50
Health, Safety and Nutrition	<b>CPR and First Aid Challenge Courses</b> - Do you know CPR or First Aid inside out and backwards? If yes, OYC has the training for you! Study at home and spend one hour at an appointment testing at the OYC office. Meets Michigan Childcare Licensing requirements. Questions? Call Lori at 517 -887-4541	  Independent Study AND by Appointment only	\$25 CPR  \$25 1 <sup>st</sup> aid
Health, Safety and Nutrition	<b>Beyond Back to Sleep and Shaken Baby Syndrome-</b> Learn the most up to date research and practices for keeping babies sleeping safely. Fulfills the Michigan Childcare Licensing requirement.	 MOODLE Or  Ind. Study	\$22
Health, Safety and Nutrition	<b>Communicable Disease with Blood Borne Pathogen</b> Learn what an exposure is and techniques to keep you and the children in your program safe. Course meets Michigan Childcare Licensing requirements for blood-borne pathogen training.	 MOODLE Or  Ind. Study	\$22
Child Development and Learning	<b>Infant/Toddler Care: Beginning Their Journey (Module #1)</b> This course meets 1.5 of the 4.5 CEU's required by licensing for Infant/Toddler lead teachers. (15 hrs) <i>1.5 CEU available upon completion at an additional cost of \$7</i>	 Ind. Study	\$130
Child Development and Learning	<b>Infant/Toddler Care: Growing up Fast (Module #2)</b> This course meets 1.5 of the 4.5 CEU's required by licensing for Infant/Toddler lead teachers. <b>Pre-requisite: Completion of Module #1 required. (15 hrs)</b> <i>1.5 CEU available upon completion at an additional cost of \$7</i>	 Independent Study	\$130
Child Development and Learning	<b>Infant/Toddler Care: Small Steps to Success (Module #3)</b> This course meets 1.5 of the 4.5 CEU's required by licensing for Infant/Toddler lead teachers. <b>Pre-requisite: Completion of Module #1 required. (15 hrs)</b> <i>1.5 CEU available upon completion at an additional cost of \$7</i>	 Independent Study	\$130
Program Management	<b>Child Care Center Administration Part 1-</b> Topics include: Program Foundations/Administering Children's Programs, Recruitment/Hiring, Training and Staff Development. (15 hrs) <i>Optional 1.5 CEU upon completion at an additional cost of \$7</i>	 Independent Study	\$130
Program Management	<b>Child Care Center Administration Part 2-</b> Topics include: Financial Management, Recruitment and Retention of Families, and Designing Programs/Daily Operations. (15 hrs) <i>Optional 1.5 CEU upon completion at an additional cost of \$7</i>	 Independent Study	\$130

HOW TO REGISTER: You may register for training in any county by visiting [www.greatstartconnect.org](http://www.greatstartconnect.org)

- A. Choose "TRAINING"
- B. Choose either Central (orange) or Eastern (pink) Region section on the map
- C. Click on drop down box for list of counties (for the most complete list of trainings go to Central Region-**Ingham County**)
- D. On "Show this type of Class" choose "PROFESSIONAL DEVELOPMENT"
- E. Scroll to the month and date of the training. Click and complete enrollment information
- F. Check your email and complete payment process using the link provided in the confirmation email that is sent to you.

## Winter 2012 Training Registration Form *(Training listed on pages 3-6)*

Name (First) \_\_\_\_\_ (Last) \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Street Address \_\_\_\_\_ Work Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Home County \_\_\_\_\_

Email address (PRINT) \_\_\_\_\_ Birth date \_\_\_\_\_

Type of Provider (Check one):     Family     Group     Center     DHS Unlicensed provider     Other

Worksite Name \_\_\_\_\_ License/Registration # \_\_\_\_\_

No computer? Mail payment and registration form to: **Office for Young Children, PO Box 30161, Lansing MI 48909**. Please **make checks payable to Ingham County**. Checks returned for non-payment will be assessed a \$30 fee. In case of OYC cancellation, vouchers will be provided and can be redeemed for other OYC trainings. **OYC has a non-refundable policy**. Check your training choices below:

Cost	Course Title	Indicate choice boxes where offered
<input type="checkbox"/> \$ 18	Bookkeeping and Taxes	Classroom, 1/ 26/12
<input type="checkbox"/> \$ 18	Caring for the Defiant Child	Classroom, 2/ 21/12
	(Choose one)	OR
<input type="checkbox"/> \$ 18	Caring for the Defiant Child	Classroom, 2/28/12
<input type="checkbox"/> \$ 18	Helping Children Value Diversity	Classroom, 3/ 15/12
<input type="checkbox"/> \$ 18	What Children Learn When You're Not Teaching	<input type="checkbox"/> MOODLE
<input type="checkbox"/> \$ 28	Journaling and Portfolios	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 28	Cultural Diversity and Inclusive Practices	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$130	Basics of Early Care and Education	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 28	You Can Do Math and Science	MOODLE
<input type="checkbox"/> \$ 28	Caring For Infants and Toddlers	MOODLE
<input type="checkbox"/> \$ 28	Ten Things Every Child Needs... – DVD	Independent Study by Mail
<input type="checkbox"/> \$ 28	Everyday Opportunities for Literacy	<input type="checkbox"/> MOODLE or Indep. Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 28	Toys, Activities and the Environment for Infants & Toddlers	MOODLE
<input type="checkbox"/> \$ 28	Teaching Children Kindness	<input type="checkbox"/> MOODLE or Indep. Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 60	Extreme Makeover: Guidance and Discipline	<input type="checkbox"/> MOODLE or Indep. Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 60	Stop the Bullying-Create a New Culture	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 60	Creating a Safe and Healthy Child Care Program	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$130	Caring for Children with Special Needs (Inclusion 1)	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$ 30	CPR Recertification	Classroom, 2/15/12
<input type="checkbox"/> \$ 50	CPR & First Aid Certification	Classroom, 3/31/12
<input type="checkbox"/> \$ 25	CPR Challenge Course	by appointment Classroom <b>and</b> Independent Study
<input type="checkbox"/> \$ 25	First Aid Challenge Course	by appointment Classroom <b>and</b> Independent Study
<input type="checkbox"/> \$ 22	Beyond Back to Sleep and SBS	<input type="checkbox"/> MOODLE <b>or</b> <input type="checkbox"/> Independent Study by Mail
<input type="checkbox"/> \$ 22	Communicable Dis. w/Blood B. Pathogen	<input type="checkbox"/> MOODLE <b>or</b> <input type="checkbox"/> Independent Study by Mail
<input type="checkbox"/> \$130	Infant/Tod: Beginning Their Journey Module 1	Independent Study (by mail only)
<input type="checkbox"/> \$130	Infant/Tod: Growing Up Fast Module 2	Independent Study (by mail only)
<input type="checkbox"/> \$130	Infant/Tod: Small Steps to Success Module 3	Independent Study (by mail only)
<input type="checkbox"/> \$130	Child Care Center Administration Part 1	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$130	Child Care Center Administration Part 2	Independent Study by Mail <input type="checkbox"/> or Email <input type="checkbox"/>

Total Enclosed \$ \_\_\_\_\_