MARYLAND STATE DEPARTMENT OF EDUCATION

Family Child Care Provider Professional Development Plan for Continued Training

Name:_____

Date of Initial Registration:_____ For the year:_____

Guidelines for use:

- Each family child care provider is responsible for completing continued training each year of registration at the rate of 12 clock hours per year.
- The provider should use this tracking sheet to plan and carryout their individual training plan. It is intended that the provider will take training in a variety of Core of Knowledge areas each year depending on their professional development needs and interests.
- It is the responsibility of the provider to complete the professional development plan for their licensing file and keep it updated.
- If the provider is currently enrolled in college coursework any coursework related to early/elementary education may be used toward meeting the core of knowledge area training requirements.

Core of Knowledge - A minimum of ½ the training requirement per year of registration

Plan to Complete (Date)	Training Title	Core of Knowledge Area(s) (indicate number of clock hours in the appropriate area/s)							Date Completed (attach copy of certificate)
		CD	Curric	HSN	SN	PRO	Comm	Total	

Elective Training - Maximum of ½ the training requirement per year of registration

Plan to Complete (Date)	Training Title	Number of Clock Hours	Date Completed (attach copy of certificate)

Other Required Training:		Expiration Date	Date Completed
Type	Title		
First Aid			
CPR			
SIDS Training			