

MARYLAND STATE DEPARTMENT OF EDUCATION  
Office of Child Care  
**PERSONNEL QUALIFICATION EVALUATION**

CCATS ID#

Name:	Date of Birth:
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To the evaluator: **DO NOT USE CHECK MARKS. Write YES or NO where appropriate.**

<b>EDUCATION</b>	High school grad, cert of equivalence, college courses		Associates Degree in Early Childhood Education		
	3 clock Hours Orientation		4 year College Degree		
	9 clock hours communication training		College credits, Number		
	40-45 clock hours administration training				
Additional Data					
<b>INFANT/TODDLER</b>	3 semester hours or 45 clock hours of approved training or 45 Hour Infant Child Care Course				
	90 clock hours Infant/Toddler coursework				
	Additional Data				
<b>PRESCHOOL</b>	64 clock hours in early childhood curriculum & development		26 clock hr "bridge" course in inf/toddler curric & devel		
	90 clock hour certificate in early childhood curriculum & development		Certificate (circle) CDA Military Teaching (N-3)		
	6 sem hrs/equiv college credit in early childhood curric & development				
	HOURS	Early Childhood Development (Courses/Sources)	HOURS	Early Childhood Curriculum (Course/Sources)	
	Experience		<input type="checkbox"/> 1 year	<input type="checkbox"/> 2 years	<input type="checkbox"/> 1 yr college/combination (Preschool Teacher only)
	Additional Data:				
	<b>SCHOOL-AGE</b>	1 sem hr/15 clock hrs of approved coursework			
3 sem hrs/45 clock hrs of approved coursework in School Age Curriculum					
3 sem hrs/45 clock hrs of approved coursework in School Age Development					
Teaching Certificate/Approval (K or 1-8)		Military Certificate			
Experience		<input type="checkbox"/> 400 hrs AGL	<input type="checkbox"/> 600 hrs AGL	<input type="checkbox"/> 800 hrs AGL	<input type="checkbox"/> 1 yr college/combination (School Age Teacher only)
Additional Data:					

OCC 1207 (Rev. 06/08) – All previous editions are obsolete.

Evaluated by:

Date:

**TO EVALUATOR: PLEASE TYPE OR PRINT LEGIBLY**

MSDE/OCC Personnel Qualification Card		ID#		
This card issued to _____				
AIDE	Is approved for the positions as indicated. DOB			
TEACHER (IT)	*before July 2008			
TEACHER (PS)	*before 1992	*before July 2008		
TEACHER (SA)	*before 1992	*before July 2008		
ASSISTANT	*before July 2008			
<b>DIRECTOR</b>				
Infant	20 or less	21 – 40	41 or more	*before July 2008
Preschool	20 or less	21 - 40	41 or more	*before 1992 7/08
School-age	60 or less	61 or more	*before: 1992 7/08	
*Continuous employment requirement applies COMAR 13A.14.02				

This card is the sole possession of the person named on the front. It is non-transferable and should be presented to a child care facility when applying for a position or upon request of the licensing agency representative.

Evaluated by: \_\_\_\_\_

Date Issued: \_\_\_\_\_