

How to ensure your professional development clock hours count!



What is Approved training?

For a training to meet the early care and education clock hour training requirements for licensed, certified, and registered Early Care and Education providers, Kentucky All STARS, the Commonwealth Child Care Credential, and the Kentucky Early Care and Education Trainer's Credential it must be;

- **Conducted by a Kentucky Early Care and Education Credentialed Trainer,**
- **Pre-approved by DCC at least 30 days prior to the training.**

Resources for Finding Approved Training

- Utilize the **Trainer Search** option on ECE-TRIS Website <https://ece.trc.eku.edu> which will provide a list of trainers in your area that you can contact for training.
- Confirm that the presenter holds the KY ECE Credential by asking the trainer directly or contacting the sponsoring training agency.
- Connect with the Child Care Aware Training Coach for your Region to assist with locating a trainer and or training.
- Search the ECE-TRIS Training Calendar to view a listing of all trainings that have received approval.

Tips for ECETRIS Trainer and Training Searches

- a. **Trainer Search** – use this feature to look for trainers who you can contact to schedule training.
 - You may search for trainers who are qualified to offer Orientation, Pediatric Abusive Head Trauma and Domestic Violence training and other content areas.
 - Only Credentialed Trainers who agree to publish their contact information will display on this page
- b. **Calendar Search**
 - This calendar will display trainings that have been posted by KY Credentialed Trainers, Training Agencies. You may search for Face-to-Face trainings, Independent Study or Web-based that the sponsoring agency and/or trainer has chosen to advertise as well as DCC approved conferences, seminars and events and online trainings.
 - There are multiple options to search for events and we encourage you to try your search with various different fields.
 - On the top of the calendar page there is also a link to **DCC Approved CPR and First Organizations** and **Free Online Trainings Available on ECE-TRIS.**

Requesting Training Approval for Conferences

If your search does not yield a specific course you would like to attend, you can make a request for approval. Approval requests must be submitted at least 30 days in advance.

Instructions for submitting a request can be found in the Resources > Tip Sheets and Tutorials page

[Requesting Training Approval](#)

Contact Information for Assistance and to Learn More

- Professional Development staff with the Division of Child Care DCCPDStaff@ky.gov
- **Child Care Aware (CCA) Coaches** are a valuable resource for professional development assistance. <https://www.childcareawareky.org/about-child-care-aware/coaches/>