

COMMONWEALTH OF KENTUCKY

Cabinet for Health and Family Services
Department for Community Based Services
Division of Child Care

PROFESSIONAL DEVELOPMENT OPERATIONS MANUAL

Comparing Early Care and Education Clock Hour, Continuing Education Units (CEU), and College Course Work Credit Hours

Policy Clarification

04/11

Situation: Early Care and Education Professionals, in the course of working on their professional development, may earn professional development hours in several different formats such as: clock hours, Continuing Education Units (CEU) and college credit hours. Depending on training requirements, time earned may need to be reported in a specific format. If applicable, standard formulas are available so that an individual or organization may transfer one type of hours earned to another type.

Approved clock hours, CEUs, and college credit hours issued by various training organizations/colleges can be used to meet the following Early Care and Education requirements:

1. Clock hour requirements for Licensing, Certification, STARS, Registered provider, and/or for renewal of the Kentucky Early Care and Education Trainer's Credential and/or the Commonwealth Child Care Credential
2. Child Development Associate (CDA) requirements for an initial credential, (CEUs or college credit are required to meet CDA renewal requirements),
3. College credit requirements and articulation agreements when applicable.

Clarification:

Clock Hour: Credit given for attending approved sixty (60) minutes of instruction. Clock hours are generally issued by Kentucky Early Care and Education Credentialed Trainers and training agencies /organizations. Clock hours can be used to meet #1-3 above.

One clock hour = 60 minutes of instruction.

Continuing Education Units (CEUs): CEUs are not the same as clock hour training and require additional paperwork, fees, and an individual will be issued a different type of certificate. CEUs can only be issued by colleges and/or universities and/or training organizations that have an agreement with a college or university to issue CEUs. Once CEUs are earned and purchased, they may be used to meet #1-3 above. The only exception is for CDA renewal, the Council for Professional Recognition only accepts CEUs (4.5) or one (1) college 3 credit hour course to renew a CDA. Use the following formula to convert CEU's to clock hours:

.1 CEU = 1 clock hour of ECE training (1 CEU = 10 Clock Hours)

(This formula is based on the International Association of Continuing Education and Training (IACET): <http://iacet.org/about/ceu.htm>)

College Credit Hour: Credit given for completing one (1) college course. Typically college course work is issued in units of three (3) college credits per course. College credit hours may be used to meet # 1-3 above and to meet CDA renewal requirement. Use the following to convert college credit hours to clock hours:

1 – three (3) hour college credit course = 45 clock hours

(Note: Though 1 college credit course equals 45 clock hours, the reverse may or may not be true. Check with the college or university to determine if clock hours transfer to a 3 hour college course).