



Calculating Annual Training Hours

July 1, 2020 regulation changes were effective to align training hours for licensing and KY All STARS with the state **fiscal year of July 1st – June 30th** annually.

New Staff

Training Hours will be determined in the first year by hire date.

A new staff member is someone:

1. New entry to ECE field
2. Re-entry after 5 year inactive –not employed by childcare center and/or not training hours.
3. Existing role change to staff in childcare center.

Training year Calculations – Example: Staff hired October 1, 2020

- **1st year:** hire date to hire date - *Training year will be 10/1/2020-10/1/2021*
- **2nd year:** hire date to end of that fiscal year - *Training year will be 10/1/2021 to 6/30/2022*
- **3rd year:** fiscal year - *fiscal year.*

Existing Staff

Training Hours will be determined by completion dates between July 1, 2020 and June 30, 2021

Existing staff is someone:

1. Hired into ECE field prior to July 1, 2020
2. Transitioning from another licensed program
3. Employed by a substitute placement agency prior to July 1, 2020