2021 Regulation Change Tip Sheet for 922 KAR 2:240. Kentucky Early Care and Education Trainer's Credential and training approval

This tip sheet will help highlight recent regulatory changes and how they impact your role as a Kentucky Credential Trainer. This tip sheet is not inclusive of all of regulatory requirements, just changes that were approved and made in 2021. Be sure to still review the regulation in its entirety at https://apps.legislature.ky.gov/law/kar/922/002/240.pdf.

Providers/Teachers/Trainers now must wait 5 years to repeat credit on an online course.
This does not include Pediatric Abusive Head Trauma - that is repeatable after 4 years to remain in compliance.

All online training will be entered into ECE-TRIS via *Create Webinar/WBT/IS area.* Using this area will allow a program/course to be set up with a unique ID for each title by the system (ECE-TRIS). When credit is added to the system for this unique ID, the course can be checked on each participant's record to determine if clock hours can be awarded based on the new 5-year timeline. The system will automatically make changes to the clock hours if the participant is within the 5-year range. The training will show on all participant's ECE-TRIS records that the trainer verifies credit but may show zero clock hours, if they are within the 5-year range.

Impacts:

☐ Sign in sheets are not currently required for submission to ECE-TRIS for online learning (Webinars, web-based, independent studies). However, the trainer or training agency, needs to maintain some kind of record of attendance and proof of interaction by the participant within the course.

☐ Each time the content is delivered the same program will be used. This will allow you to change trainer names and also assign credit for participants on various dates for the same content without creating separate sessions.

☐ Currently trainers do not have the capability to enter in a Webinar, Web-Based On Demand Learning, or Independent Study. The trainer will enter in their details and then ECE-TRIS has to enroll and set it up. They are considering options to make it work differently for the future.

☐ No specific webinar date can be displayed on the calendar but there is a link to the agency to learn more about registration and dates of presentations.

Online Trainer Delivery now requires the trainer to have completed <u>FET 370: Introduction to Developing and Facilitating Online Training</u>.
Effective July 26, 2021, only trainers with the online course developer training will be able to assign credit for online training (for any of the types that do not occur 100% face-to-face).

Impacts:

☐ If you have a current online course, that runs through June 1, 2022 (for example), you will be allowed to assign credit for that course, through those dates even if you have not completed the online course developer training.

☐ When you set up a new entry, with new dates, even if it is for the same course you previously provided (e.g. an Independent Study), you will only be allowed to assign credit for the new series/dates if you've completed the online course developer training.

Independent Studies now require Pre-Approval
ECE-TRIS is collaborating with the Division of Child Care (DCC) to work on details for approval and plan to send out more details relating to this. Until then, Independent Studies that start on or after June 16th, 2021 have to be entered through the Create Webinar, WBT, IS area.

Impacts:

☐ Consider the following areas as you review any existing Independent Studies and new ones you develop. The approval process will address key quality areas/questions similar to those below:

　　☐ Written course outline with objectives

　　☐ Identifying types of specific training delivery modes.

　　☐ Review of support documentation and activities. Do they align with objectives?

　　☐ Have cited resources

Definitions of Asynchronous and Synchronous Learning were added
"Asynchronous learning" means forms of education, instruction, and learning that occur at different times and in different places and may be accessed individually by trainees.
Example: Independent Studies, Online Trainings that are available to register for at any time and you take on your own.

"Synchronous learning" means forms of education, instruction, and learning that occur at the same time in real time, but not in the same place.
Example: Zoom or other "live" online trainings.

Impacts:

☐ All Webinars, Web-Based Trainings, and Independent Studies will have to be entered under Create Webinar/WBT/IS in ECE-TRIS as stated above.

Observation Required for Renewal of Level 2-4 Credentialed Trainers
Impacts:

☐ Only one (1) observation is required during the 3 years prior to renewal.

☐ The renewal application will include verification of the training observation. This is an added requirement, in addition to the continued education hours a trainer has to obtain during their 3-year period.

☐ Credentialed trainers are responsible for contacting their Regional Training Coach to schedule their observation. *The observation can happen anytime within your 3-year certification. Earlier is better to ensure there is time for the observation, feedback, and verification. Be sure to contact your coach <u>at least 60 days</u> before expiration date to arrange for your observation.*

☐ Credentialed trainers who co-train will likely be observed at separate training events. *Please discuss individual questions or needs to your Regional Training Coach.*

☐ Credentialed Trainers not currently conducting training but plan to maintain their credential should contact their Regional Training Coach.

Specialty Trainers
A Specialty Level Kentucky Early Care and Education Trainer shall not provide training on the general topics of early care and education.

Impacts:

☐ Specialty Trainers can only train on specific topics related to their specialty area. For example, dietician could train on menu planning for the child with diabetes in the early childhood program but could not train on early childhood classroom design.

Waiver for Required 17 Hour Fundamentals of Effective Training (FET) seminar
A first-time applicant for a Kentucky Early Care and Education Trainer's Credential may seek a waiver from completing the Fundamentals of Effective Training seminar. The applicant must have and provide proof of:

(a) Completed eligible coursework equivalent to FET within the last ten (10) years that includes the following: (1) Core content and training levels; (2) Principles of adult learning; (3) Supporting transfer of learning; (4) Ethics and professionalism; (5) Needs assessment and evaluation; (6) Training design and methods; and (7) Conducive learning environments and organizational strategies, and

(b) Provide documentation that the curriculum of coursework matches the content and focus of the required seminar.

Impacts:

☐ Transcripts, syllabi and course descriptions may be required as documentation to prove that course work meets the seven areas listed above, that are covered within FET.

For further assistance, contact your regional Training Coach.
Find Your Coach: https://www.childcareawareky.org/about-child-care-aware/coaches/.