Department of Children and Families
Facility/Center Child Care Training

The 40 Hour State Mandated Courses
Instructor Led or Online

To register for the 40 Hour courses on-line go to: www.myflorida.com/childcare, click “Training & Registry Login”, create login with e-mail and password. Once logged in, on “Personal Menu” select Instructor Led or Online Courses.

For Instructor Led Courses: Select county, select course (DCF), select language, then select next (bottom right). Select course (click on circle button on right of course), follow the steps on the screen to complete the registration.

(For more detail of the course, click the detail button.)

For Online courses select the “Training Area” (part 1, part 2) then select the course, click the next button (bottom right) and follow the instructions to complete registration.

*Online course books can be printed for free in a paid online class or books can be ordered by calling 1-800-635-5437 ext. #345. (30 hr. book $35.00) or at 4C for $6-$12 per module.

**Competency Exams are not given after Instructor Led/online courses and are administered only in person at testing site.

All Child Care personnel working in a facility caring for infants must have training in one of the following:
1. HSAN 2. Safe Sleep 3. Early Learning Florida’s Safe Sleep Practices

All Child Care personnel must have First Aid & Pediatric CPR training & Fire Extinguisher training.

If you need an accommodation because of a disability in order to participate in the child care training process, contact 4C at least two weeks prior to the first training date at 407-532-4264.

**Weekly Requirement**

Part I (30 Hours.)
Must take all five + exams.
1. Facility Rules & Regulations - FACR (6 hrs.)
2. Health Safety & Nutrition - HSAN (8 hrs.)
3. Child Abuse & Neglect - CAAN (4 hrs.)
5. Behavioral Observation & Screening - BOSR (6 hrs.)

Part II Option 1 (10 Hours)
Take:
Understanding Developmentally Appropriate Practice - UDAP (5 hrs.) + exam
and one of the following:
* Infant & Toddler - ITPR (5 hrs.) + exam
* Preschool – PSPR (6 hrs.) + exam
* School Age - SAPR (6 hrs.) + exam

Part II Option 2 (10 Hours)
*Special Needs - SNP (10 hrs.) + exam

5 Hour Literacy courses
Pick 1 course – no exam
1. Early Literacy for Children Age Birth Through Three. ELC (5 hrs.)
2. Emergent Literacy for VPK Instructor VPK (5 hrs.)

For School Readiness requirements call: Early Learning Coalition of your county.

DCF Licensing
Brevard.... 772-464-4184 Orange & Seminole....407-317-7820 Osceola....407-846-5148

For more details please contact the Child Care Training Information Center.

Child Care Training Information Center
If you have further questions, please call 1-888-352-2842 or call 4C 407-532-4373

Feasibility - Intensity - Assessment

Exams
Register for exams on-line at www.myflorida.com/childcare
Click on “Training & Registry Login”, on personal menu click “Competency Exams Enroll/Un-enroll”
Follow directions to complete registration
Cost of exams are $1.00 per hour. Total Amount for exams $40.00.

For fees on courses:
Instructor Led 30-hour fee $195.00
Instructor Led 10-hour fee $35-$55 each.

Online Courses are $10.00 each
Total Amount: $70-$80 for classes

Must take CPR & First Aid

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