

## Pre-Licensing/Initial Training: Family Child Care

Minnesota law requires licensed family child care applicants, second adult caregivers, adult caregivers and substitutes to take initial training before caring for children and/or licensure. Initial training provides caregivers with knowledge and skills to provide a healthy and safe environment for the children in care. This form is an optional tool for tracking the required training.

<b>Caregiver Information:</b> Fill in the information that applies to your license.	
License holder 1 name (First, MI, Last):	License holder 2 name:
Second adult caregiver name:	Adult caregiver name:
Substitute name:	Helper name:

Indicate the date the required training was completed. Proof of completion must be provided to the program's licensing agency. You may print your learning record at [Develop](#).

**Abbreviations:** LH - License holder | 2AC - 2<sup>nd</sup> Adult caregiver (500+ hrs.) | AC - Adult caregiver (500 or fewer hrs.) | SUB - Substitute (500 or fewer hrs.)

LH1	LH2	2AC	AC SUB	Helper	Training Requirement	Knowledge & Competency Framework
			NA	NA	<b>Supervising for Safety for Family Child Care</b> —6 hours before caring for children.	KCF VII.A, VII.B
				NA	<b>Pediatric First Aid</b> —Before caring for children. Video approved by county meets requirement.	KCF VII.B
				NA	<b>Pediatric Cardiopulmonary Resuscitation (CPR)</b> —Before caring for children. Must include techniques for infants and children and treatment of obstructed airways.	KCF VII.B
			NA	NA	<b>Child Development AND Learning and Behavior Guidance</b> ( <a href="#">142B.70, subd. 3</a> )—4 hours before caring for children. 3-credit course about early childhood development meets requirements.	KCF I & II.C
					<b>Sudden Unexpected Infant Death (SUID)</b> —Before caring for infants. LH must ensure and document that 2ACs, ACs, substitutes and helpers assisting in care of infants are trained.	KCF VII.B
					<b>Abusive Head Trauma (AHT)</b> —Before caring for children under school age.	KCF VII.B
					<b>Basic Education for Safe Travel (B.E.S.T.)</b> —If transporting children under the age of 9, the person placing children in passenger restraints must complete this training.	KCF VII.B
NA	NA			NA	<b>Emergency Preparedness Plan, Allergy Prevention Response, Provider Policies</b> —LH must document that training has been completed.	Not applicable
NA	NA	NA		NA	<b>Basics of Licensed Family Child Care for Substitutes</b> —4 hours before caring for children. LH must ensure and document that all ACs and substitutes have completed the course.	KCF VII.B