

Biennium Training Requirements for Wyoming Child Care Providers

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| Infant and Child CPR and Infant and Child First Aid | 1 clock hour within 3 months of employment (Renewal required) (Copy of card is needed to gain STARS credit.) (Instructors certified by these agencies accepted by STARS as approved trainers) | American Red Cross, American Heart Association Casper Fire Medic First Aid WY/MT Safety Council – Green Cross | Health, Nutrition and Safety |
| Blood Borne Pathogens | 1 clock hour Within 3 months of employment Taken once per biennium | STARS approved instructor (May be a registered nurse or other qualified person and some American Red Cross or American Heart Association instructors are qualified) or DFS web-based training | Health, Nutrition and Safety |
| Fire Safety | 1 clock hour Within 3 months of employment Taken once per biennium | STARS approved instructor (Fire Marshal/local fire staff accepted by STARS as approved trainers) or DFS web-based training | Health, Nutrition and Safety |
| Medication Administration | 2 clock hours (One time training) (Graded test required to gain credit.) | STARS approved registered nurse or pharmacist, medical doctor or physician’s assistant | Health, Nutrition and Safety |
| Sanitation | 1 clock hour Within 3 months of employment Taken once per biennium | STARS approved instructor or DFS web-based training | Health, Nutrition and Safety |
| Recognizing and reporting child abuse and neglect | 1 clock hour Within 3 months of employment Taken once per biennium | Instructor approved in this area by STARS or DFS web-based training | Health, Safety and Nutrition |
| Online Child Care Licensing Orientation (Directors and Assistant Directors ONLY) | 6 clock hours (One time training) (All elements must be complete to receive credit.) Directs receive 6 hours of credit and assistant directors receive 3 hours of credit. | DFS Child Care Licensing staff (DFS online & licensor supervised work) Credit applied to first biennium training period. (Required again after lapse in licensing) | Health, Nutrition, Safety, Program and Business Management Professionalism and Leadership |
| New staff orientation | 2 clock hours (One time training within 3 months of employment) Required with each change of employer. | Director of licensed facility or his/her designee | Program and Business Management |
| Whenever 4 or more infants are cared for at least one (1) staff person must have 8 hours of specialized training in the care of infants. | 8 clock hours (One time training) If the staff member has not received training during the previous two years, at least four hours must be taken during the first year of either the biennium or employment. | STARS approved instructor in the DFS specified infant training | Various areas |
| Any staff member caring for infants | 4 clock hours (At least 2 hours in the first year, if staff member has no previous training in caring for infants) | STARS approved instructor for approved Infant courses | Various areas |

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| SIDS Training | All staff caring for infants must complete SIDS training prior to infant care and biennially thereafter. | On-line and live classes are available | Health, Nutrition and Safety, 1 hour |
| Biennium Total Requirement | 30 clock hours | STARS approved instructors for classes across the areas of knowledge (Up to 50% clearinghouse* materials acceptable if classes are not available within 50 miles) | One (1) hour minimum in each of the areas of knowledge |

**Clearinghouse materials include approved internet-based self-study trainings.*

Application of training hours:

- Minimum expectation for the first year is 15 hours with emphasis on completing the DFS four required biennium training classes, staff orientation and any combination of hours in other areas. Rules require that the following instruction occur in the first six months of employment: Blood borne pathogens, fire safety, sanitation, recognition and reporting of child abuse and neglect
- Infant training and SIDS training are required for those caring for infants in their programs
- Training hours for partial years of service will be prorated at 1.25 hours per month
- No more than 50% of required training hours may come from clearinghouse videos and/or books, except when it is demonstrated that other training options are not available within 50 miles of the facility. Clearinghouse materials include approved internet-based self-study trainings.
- Minimum expectation for the second year is 30 hours including completion of basic required training accumulated in year one and a distribution of training in the remain areas of knowledge for at least 1 hour of training in each remaining area
- College courses: each credit converts to 15 clock hours in STARS. Area of knowledge distribution in STARS is determined by the content of the class as assigned by STARS. Credit is assigned in the semester the course was completed. Courses must focus on early childhood or the operation of an early childhood care business.
- Biennium Training Summaries can be viewed and downloaded at the STARS website, www.wykids.org. Providers need their STARS ID or username and password to access their training records.

Infant Director Credential

- This is a separate licensing element and needed in facilities where four or more infants are in care.
- The credential is acquired once, renewal is not required
- There are multiple paths to gaining this DFS issued credential including
 - A college class of three or more credits on infant development that meets all the competencies and includes a laboratory or experiential component (C grade or better). Classes currently include EDEC 2300 and EDEC 1030 + EDEC 1035 (Lab portion), or EDEC 1030 which includes field experience or FCSC 4130 Internship in Child Development for a minimum of six credits.
 - Acquisition of an Infant/Toddler CDA (#3741) or the renewal of an Infant/Toddler CDA (#4353),
 - West Ed PITC modules I & II (10 hours + 2 hour demo) (#5563 and #5564 / not currently being taught)
 - WestEd training (all four modules)
 - Module I (#3937)
 - Module II (#3938)
 - Module III (#3939)
 - Module IV (#3940)
 - Montessori Education Center of the Rockies: American Montessori Infant/Toddler Credential
 - Other training approved by DFS
- When requirements are completed, you can request a copy sent to DFS. DFS issues the certificate upon notification of completed training by STARS.