

New Employee Professional Development-Head Start Education Service Providers

The courses listed below satisfy initial orientation training requirements (HSPPS 1302.47 Safety Practices) for new City of Phoenix Head Start Birth to Five Program employees, including Education Service Providers.

**\*\*Courses must be completed within the first three months (90 days) of hire.\*\***

**Child Development Associate (CDA) Credential Candidates Only**

**ACTION REQUIRED:** Staff seeking to obtain their CDA coursework through continued.com will complete the identified CDA courses listed below (e.g., *CDA Part 1*) when completing the CDA coursework package.

**IMPORTANT:** To avoid future issues with CDA Part 1 registration, please refrain from completing the courses below identified as \*CDA Part 1. Failure to do so will impede the ability to complete applicable CDA Credential Part 1 (*CDA Credential - Infant and Toddler, Part 1* OR *CDA Credential - Preschool, Part 1*) of the 12-part CDA package.

(A) The prevention and control of infectious diseases	<p><a href="#">City of Phoenix EDvantage Academy: Handwashing, Toileting, and Diapering to Keep Children Safe</a></p> <p><a href="#">Keeping Children and Staff Healthy: Ways to Manage the Spread of Illness</a> (CDA Part 1, see above links to age-specific CDA Course Packages)</p>
(B) Prevention of sudden infant death syndrome and use of safe sleeping practices	<p><a href="#">Safe and Healthy Sleep for Infants and Young Children, in partnership with Region 9 Head Start Association</a></p>
(C) Administration of medication consistent with standards for parental consent	<p><a href="#">Administration of Medication in ECE Settings, in partnership with Region 9 Head Start Association</a></p> <p>(CDA Part 1, see above links to age-specific CDA Course Packages)</p>
(D) Prevention and response to emergencies due to food and allergic reactions	<p><a href="#">Managing Food Allergies in ECE Settings, in partnership with Region 9 Head Start Association</a></p> <p>(CDA Part 1, see above links to age-specific CDA Course Packages)</p>

<p>(E) Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic</p>	<p><i>*Active Supervision-Provided by Grantee Professional Development Specialist*</i></p>
<p>(F) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment; and</p>	<p><a href="#">City of Phoenix EDvantage Academy: Abusive Head Trauma (Shaken Baby Syndrome)</a></p>
<p>(K) Recognition and reporting of child abuse and neglect</p>	<p><a href="#">Child Abuse and Neglect: An Overview</a> <i>(CDA Part 1, see above links to age-specific CDA Course Packages)</i></p>
<p>(G) Emergency preparedness and response planning for emergencies</p>	<p><a href="#">Disaster Preparedness for ECE Settings, in partnership with Region 9 Head Start Association</a> <i>(CDA Part 1, see above links to age-specific CDA Course Packages)</i></p>
<p>(H) Handling and storage of hazardous materials and the appropriate disposal of bio-contaminants</p>	<p><a href="#">Avoiding Exposure to Hazardous Materials in ECE Settings, in partnership with Region 9 Head Start Association</a> <i>(CDA Part 1, see above links to age-specific CDA Course Packages)</i></p> <p><a href="#">Lead Poisoning Prevention, in partnership with Region 9 Head Start Association</a></p>
<p>Additional Required Courses</p>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#">City of Phoenix EDvantage Academy: Standards of Conduct, Part One</a></li> <li><input type="checkbox"/> <a href="#">City of Phoenix EDvantage Academy: Standards of Conduct, Part Two</a></li> <li><input type="checkbox"/> <a href="#">City of Phoenix EDvantage Academy: In-Kind, Parent Family and Community Engagement</a></li> <li><input type="checkbox"/> <a href="#">An Introduction to Integrated Dual Language Learners (Birth to Age 5)</a></li> </ul>	