

COMMONWEALTH OF KENTUCKY  
Cabinet for Health and Family Services  
Department for Community Based Services  
Division of Child Care

PROFESSIONAL DEVELOPMENT OPERATION MANUAL

Recognition of Early Childhood Credentials/Degrees/certificates/Diplomas which predate Regulations 922 KAR 2:230 Director's Credential and 922 KAR 2:250 Commonwealth Child Care Credential

Policy Clarification

11/10

**Situation:**

Early Care and Education professionals, who obtained an early childhood credential, certificate or diploma issued by a college, university, or public school system prior to the implementation of the KIDS NOW Initiative currently have no way to obtain recognition for their education and training.

**Clarification:**

To address this issue, the Cabinet will offer an option which allows for the grandfathering of early childhood diplomas, certificates and credentials into one of the recognized credentials offered by the Cabinet. Each diploma, certificate or credential must predate the regulations and be issued by a college, university, or public school system. Diplomas, certificates and credentials which meet eligibility requirements will be issued a Commonwealth Child Care Credential or Director's Credential.

The Cabinet will modify regulation language to include the early childhood diplomas, certificates and credentials which meet program requirements when regulations become open for amendments. This includes regulations for the STARS for KIDS NOW program.

**Process For Approval:**

**Commonwealth Child Care Credential**

Eligibility for the Commonwealth Child Care Credential requires the candidate be at least 18 years of age and employed as an early child care provider in a licensed or certified facility in Kentucky. In addition, the candidate must submit to their Professional Development Counselor one of the following two (2) forms of documentation:

1. Documentation from a college/university, (transcript and/or diploma) verifying that the candidate earned the early childhood certificate, diploma or credential prior to the effective date of 922 KAR 2:250 on January 5, 2004.

The candidate must demonstrate the successful completion of sixty (60) clock hours of early care and education in the following planned program of instruction:

- Fourteen (14) hours in child growth and development
  - Fifteen (15) hours in learning environments and curriculum
  - Nine (9) hours in health, safety, and nutrition
  - Seven (7) hours in family and community partnerships
  - Four (4) hours in child assessment
  - Six (6) hours in professional development and professionalism
  - Five (5) hours in program management and evaluation
2. Verification of a Secondary Education Certificate of Eligibility. Certificates must be obtained from participating public school systems and may reflect work completed prior to the effective date of 922 KAR 2:250 on January 5, 2004.

After determining eligibility for a Commonwealth Child Care Credential the Professional Development Counselor will add the individuals name to a Commonwealth Child Care Credential Authorization list and submit the list to the Cabinet for Health and Family Services, Division of Child Care for processing and issuance of the credential.

### **Director's Credential**

Eligibility for a Director's Credential will be reviewed in accordance with current policy. The college or university will review previous courses of study and build on the candidates existing experience and proficiency through portfolio development or individualized assessment of the candidates work. Candidates must work with the higher education institution of their choice for information related to the specific program of study for the Director's Credential.

1. If all eligibility requirements are met, the University will provide the candidate with the "Completed Curriculum Confirmation" letter on university letterhead, and signed by the Early Childhood Administrator'
2. The Early Childhood Administrator or candidate will mail the Director's Confirmation letter to the Cabinet for Health and Family Services, Division of Child Care for processing and issuance of the credential.