

Staffing Guiding Questions

Minimum Requirements

Who can be a director of a child care, Type A, and/or after school program?

Who can be a lead teacher for a child care, Type A, and/or after school program?

Who can be an assistant or aide in a child care, Type A, and/or after school program?

What personal characteristics do the volunteers, all staff, and director need to provide care to children?

Training

What initial and on-going state trainings and Registry and/or STARS trainings are required for the child care, Type A, and/or after school program staff?

What continuing state trainings and Registry and/or STARS trainings are required for child care, Type A, and/or after school program staff?

What topics must the new staff orientation include?

What kind of meetings or ongoing training must the program provide for staff?

What are the requirements regarding first aid, CPR, communicable disease, and abuse and violence recognition and prevention training?

Who must have HIV, AIDA and blood borne pathogen training?

Records

What information must be obtained regarding the employee's criminal records checks?

What are the medical and TB testing requirements?

What information must be kept in the employee's individual file?

What information must be kept on file regarding employee schedules?

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