

922 KAR 2:250. Commonwealth Child Care Credential.

RELATES TO: KRS 164.518(3), 199.8941(4)

STATUTORY AUTHORITY: KRS 194A.050(1), 199.8982(3), 199.896(17), 200.703(3)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 194A.050(1) authorizes the secretary of the Cabinet for Health and Family Services to promulgate administrative regulations necessary to cooperate with other state and federal agencies for the proper administration of the cabinet and its programs. KRS 200.703(3) requires the cabinet to implement programs funded by the Early Childhood Advisory Council. In addition, KRS 199.896(17) and 199.8982(3) require the cabinet to make available training for child care providers through the development or approval of a model training curriculum and training materials, including video instruction material. This administrative regulation establishes the requirements for child care providers to obtain a Commonwealth Child Care Credential.

Section 1. Definitions.

- (1) "Candidate" means a child care provider making application for the Commonwealth Child Care Credential.
- (2) "Credentialed child care provider" means a child care provider awarded the Commonwealth Child Care Credential.
- (3) "Planned program of instruction" means a program consisting of training for a child care provider provided by an organization approved by the cabinet.
- (4) "Professional development counselor" means an individual approved by the cabinet who provides guidance to a potential candidate applying for a Commonwealth Child Care Credential.

Section 2. Eligibility for Candidates. A candidate for a Commonwealth Child Care Credential shall:

- (1) Be at least eighteen (18) years of age;
- (2) Be employed as an early child care provider in a licensed or certified facility in Kentucky; and
- (3) Have completed within two (2) years of applying for credential authorization sixty (60) hours of a planned program of instruction that includes:
 - (a) Fourteen (14) hours in child growth and development;
 - (b) Fifteen (15) hours in learning environments, curriculum, and social-emotional development;
 - (c) Nine (9) hours in health, safety, and nutrition;
 - (d) Seven (7) hours in family and community partnerships;
 - (e) Four (4) hours in child assessment;
 - (f) Six (6) hours in professional development and professionalism; and
 - (g) Five (5) hours in program management and evaluation.

Section 3. Award of Credential.

- (1) A candidate shall submit to a professional development counselor verification of completing the sixty (60) hours of planned program instruction required in Section 2(3) of this administrative regulation.
- (2) The cabinet shall award a Commonwealth Child Care Credential to a candidate who meets the requirements established in Section 2(3) of this administrative regulation.

Section 4. Renewal of Credential.

- (1) The cabinet shall issue a ninety (90) day notice for renewal of the Commonwealth Child Care Credential to a credentialed child care provider and a professional development counselor.
- (2) The cabinet shall renew a Commonwealth Child Care Credential annually from date of credential authorization to a credentialed child care provider who:

- (a) Completes an additional fifteen (15) hours of training that includes:
 - 1. Twelve (12) clock hours of child development training; and
 - 2.
 - a. Three (3) additional clock hours of child development training approved by the cabinet, pursuant to KRS 199.896(17); or
 - b. One (1) college credit; and
- (b) Submits verification of training specified in paragraph (a)1 and 2 of this subsection:
 - 1. To a professional development counselor; and
 - 2. By thirty (30) days prior to the expiration date of the credential verification of training.
- (3) Upon receipt of verification of training from a professional development counselor, the cabinet shall award the credential.

Section 5. Denial of Credential.

- (1) If the candidate fails to comply with Sections 2 and 3 of this administrative regulation, the Commonwealth Child Care Credential shall be denied.
 - (2) If the credentialed child care provider fails to comply with Section 4 of this administrative regulation, renewal of the Commonwealth Child Care Credential shall be denied.
 - (3) If the Commonwealth Child Care Credential is denied, the individual:
 - (a) Shall be informed as to the requirements that resulted in the denial; and
 - (b) May reapply after the requirements that caused the denial are met.
- (30 Ky.R. 1159; 1562; eff. 1-5-2004; TAm eff. 10-29-2004; TAm eff. 8-1-2005; Crt eff. 11-26-2019; 47 Ky.R. 1310; eff. 6-16-2021.)