



# LICENSED FAMILY DAY CARE HOME TRAINING REQUIREMENTS

## Family Day Care Standards and Large Family Child Care Homes

[65C-20.008\(6\)](#), Florida Administrative Code and [Family Day Care home and Large Family Child Care Home Handbook Section 5](#)

## Family Day Care Home Operators & Substitutes Working 40 Hours or More a Month

### Introductory Training

Complete **30 hours** of mandated training by passage of a [competency exam](#) or [educational exemption](#):

- Family Child Care Home Rules and Regulations (HOME – 6 hours)
- Health, Safety and Nutrition (HSAN – 8 hours)
- Identifying and Reporting Child Abuse and Neglect (CAAN – 4 hours)
- Child Growth and Development (CGDR – 6 hours)
- Behavioral Observation and Screening (BOSR – 6 hours)

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Complete 5 hours of literacy training through **one** of the following:

- Early Literacy for Children Birth to Three (ELC – 5 hours) online course
- Emergent Literacy for Voluntary Pre-Kindergarten Instructors (VPK – 5 hours) online course
- One of the department's [approved](#) literacy training courses
- One college level early literacy course (for credit or non-credit) if taken within the last five years

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Must maintain an active certificate of course completion for pediatric cardiopulmonary resuscitation (CPR) procedures and first aid training at all times. CPR courses must include an on-site instructor-based skills assessment that shall be documented by the certified CPR instructor.



**Prior to Licensure and Caring for Children**

# Family Day Care Home Substitutes Working *Less Than 40* Hours a Month



**Prior to Licensure  
and Caring for  
Children**

Substitutes working less than 40 hours per month are required to possess an active certificate of course completion for pediatric cardiopulmonary resuscitation (CPR) procedures and first aid training AND complete the following training by passage of a competency exam prior to caring for children:

- Family Child Care Home Rules and Regulations (HOME – 6 hours)

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## Additional Training Requirements

### Fire Extinguisher Training

All staff must complete training in the use and operation of a fire extinguisher. This training is not offered by the Department.

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### Safe Sleep/Shaken Baby Syndrome

All child care personnel who work in a home that offers care to infants must complete one of the following:

- DCF Health, Safety and Nutrition (HSAN – 8 hours)

**OR**

- DCF Safe Sleep Practices for Child Care (SAFE – 1 hour)

**OR**

- Early Learning Florida's Safe Sleep Practices (SSPELFL – 1 hour)
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**Within 30 Days of  
Licensure**

## Annual In-service Training

During Licensure Year

Licensed Family Day Care Home Operators must complete a minimum of 10 hours or 1.0 [Continuing Education Unit \(CEU\)](#) of in-service training annually during the operator's 12-month licensing period. *Note: College courses concentrating on children ages birth through twelve will be accepted.* Documentation of the in-service training must be recorded on the [CF-FSP Form 5268A](#) and maintained at the licensed family child care home.

Substitutes for the licensed family day care home are **not** required to complete annual in-service training.



How to register for [instructor-led](#) and [online](#) courses



[Register](#) for courses