

100 South Grand Avenue, East • Springfield, Illinois 62762
401 South Clinton Street • Chicago, Illinois 60607

**CHILD CARE ASSISTANCE PROGRAM (CCAP)
HEALTH AND SAFETY TRAINING REQUIREMENTS
FOR LICENSE-EXEMPT NON-RELATIVE PROVIDERS**

June 15, 2022

Dear Parent or Guardian:

The following does not apply to licensed centers, licensed homes or license-exempt providers who are related to all the children in their care.

The Illinois Department of Human Services (IDHS), through the Division of Early Childhood (DEC), partners with child care providers to serve families like yours through the Child Care Assistance Program (CCAP). **To ensure the health and safety of children, Federal regulations require providers who receive CCAP payments complete orientation and annual trainings based on specific health and safety topics.**

Illinois is out of compliance with these federal regulations. To come into compliance, **all license-exempt non-relative child care providers** must complete trainings to continue to receive CCAP payments. This information is being shared with you for informational purposes. **There is no action required on your part.**

HEALTH AND SAFETY ORIENTATION TRAINING REQUIREMENTS YOUR LICENSE-EXEMPT NON-RELATIVE PROVIDER MUST COMPLETE.

- Become a Gateways to Opportunity Registry member and renew membership every year.
- Complete Pediatric First Aid and Cardiopulmonary Resuscitation (CPR) Certification by an approved training entity.
- Complete Department of Children & Family Services (DCFS) Recognizing and Reporting Child Abuse Mandated Reporter Training.
- Complete Child Development, Health, and Safety Basics course.
- Log completed trainings in the Gateways Registry.

TO CONTINUE RECEIVING CCAP PAYMENTS TO CARE FOR YOUR CHILD, YOUR PROVIDER MUST COMPLETE THESE TRAININGS BY SEPTEMBER 30, 2022.

License-exempt non-relative home providers and license-exempt center providers must complete orientation trainings by September 30, 2022, to receive payment for new or redetermined cases. When your child's case is redetermined at the end of your 12-month eligibility period, your provider must have completed orientation trainings to continue to receive CCAP payments to care for your child.

If your child is cared for by a license-exempt relative home provider, please disregard this letter. These requirements do not apply to relative providers.

Providers who do not complete the orientation training requirements within the timeframe and are removed from CCAP can be approved again once all required training is completed and registered in Gateways.

Contact the Child Care Resource and Referral (CCR&R) agency that manages your CCAP case if you have any questions or need assistance finding a provider.

Sincerely,

Illinois Department of Human Services
Division of Early Childhood
Child Care Assistance Program



JB Pritzker, Governor

Grace B. Hou, Secretary

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CCR&R Agency Name	CCR&R Locations by County	Phone Number	CCRR Training Calendars
YWCA Northwestern Illinois: Child Care Solutions	Boone, Jo Daviess, Stephenson, Winnebago	(815) 484.9448 ext.222	https://www.ywcanwil.org/training-professional-development/
4C: Community Coordinated Child Care	Carroll, Dekalb, Lee, McHenry, Ogle, Whiteside	(815) 758-8149 ext.273	https://www.four-c.org/calendar/
YWCA of Metropolitan Chicago	Lake, DuPage, Kane	(630) 580-3123	https://ywcachicago.org/calendar-2/action~month/exact_date~1646114400/request_format~json/
YWCA of Metropolitan Chicago	Grundy, Kankakee, Kendall, Will	(815) 741-1163 ext.357	https://www.childcarehelp.com/training
Illinois Action for Children	Cook	(224) 287-3567, (224) 287-3563, (224) 287-3562 or, (773) 564-8737	https://www.actforchildren.org/development/professional-training
CCR&R of Midwestern IL: SAL Family and Community Services	Henderson, Henry, Knox, McDonough, Mercer, Rock Island, Warren	(309) 205-3070 ext. 4016	https://www.childcareillinois.org/provider-services/training-and-professional-development
Child Care Connection: SAL Family and Community Services	Bureau, Fulton, LaSalle, Marshall, Peoria, Putnam, Stark, Tazewell, Woodford	(309) 686-3850 ext. 2102	https://www.salccc.org/provider-services/training
CCR&R Network	Dewitt, Ford, Livingston, McLean	(309) 828-1892	https://www.ccrn.com/Training.php
Child Care Resource Service: University of Illinois	Champaign, Douglas, Iroquois, Macon, Piatt, Vermillion	(217) 244-7727	https://ccrs.illinois.edu/training/
CCR&R: Eastern Illinois University	Clark, Coles, Cumberland, Edgar, Moultrie, Shelby	(217) 581-7261	https://www.eiu.edu/ccrr/training.php
West Central Child Care Connection	Adams, Brown, Calhoun, Cass, Greene, Hancock, Jersey, Pike, Schuyler	(217) 222-2550	https://www.wcccc.com/provider-services/trainingworkshops
Community Child Care Connection	Christian, Logan, Macoupin, Mason, Menard, Montgomery, Morgan, Sangamon, Scott	(217) 525-2805 ext. 8315, (217) 525-2805 ext. 8318	https://www.4childcare.org/training-calendar
Children's Home & Aid Child Care Resource & Referral Program	Bond, Clinton, Madison, Monroe, Randolph, St. Clair, Washington	(800) 467-9200 ext. 335	https://www.childrenshomeandaid.org/early-childhood-care-education/child-care-resource-referral/ccrrsouthern/provider-services/training-opportunities/
Project CHILD: CCR&R: Rend Lake College	Clay, Crawford, Edwards, Effingham, Fayette, Jasper, Jefferson, Lawrence, Marion, Richland, Wabash, Wayne	(618) 244-5209 ext. 103	https://www.projectchild.net/for-providers/professional-development/
CCR&R: John A. Logan	Alexander, Franklin, Gallatin, Hamilton, Hardin, Jackson, Johnson, Massac, Perry, Pope, Pulaski, Saline, Union, White, Williamson	(618) 985-5986	https://www.ccrjalco.com/ccaptraining.html