

SECTION 8. TRAINING

- A. Orientation training.** Except when another time period is indicated, all Staff Members must receive training in the following areas within the first ninety days of service:
1. Fire drill procedures, disaster procedures, and all other emergency procedures. This training must be completed within the first week of service.
 2. This Rule;
 3. The Provider's policies and procedures;
 4. Prevention of Sudden Infant Death Syndrome (SIDS) or Sudden Unexplained Infant Death (SUID), Shaken Baby Syndrome, and safe sleep practices;
 5. Administration of Medication and Parental consent (providers may not administer Medication until training has occurred);
 6. Prevention of and response to food and allergy emergencies;
 7. Building and physical premise safety;
 8. Communicable diseases, infectious disease prevention and control, Universal Safety Precautions and Blood Borne Pathogens;
 9. Handling and storage of Hazardous Material and disposal of Bio-contaminants;
 10. Transportation of Children (if the individual will be responsible for the transportation of Children; required biennially thereafter);
 11. Adult and pediatric first aid with hands-on skills demonstration;
 12. Adult and pediatric Cardio-Pulmonary Resuscitation (CPR) with hands-on skills demonstration;
 13. Mandated Reporter Training.
- B. Ongoing Training.** All Providers must ensure the appropriate number of hours of ongoing training for themselves and Staff Members. Twelve hours of training is required annually. All Providers and Staff Members must register with Maine's Professional Development Network.
1. Annual training must include a review of health and safety topics.
 2. Ongoing training must include Department-approved Mandated Reporter retraining at least once every four years.
 3. All training, including Adult and Pediatric First Aid and CPR certification hours, will be counted toward the requirement for the year it was completed.
 4. The calculation of training hours per year must be based upon the date of issuance of the License.
 5. Required training for new Staff Members will be prorated based on months of employment.

6. In order to count towards the required number of training hours per year, training must reflect current research and best practices relating to skills necessary for the childcare workforce to meet developmental milestones of Children and be appropriate for the population of Children served by the Provider. Training topics may include but are not limited to, healthy, safe environments; Child development; observation and assessment; developmentally appropriate practice; guidance; relationships with families; individual and cultural diversity; children with special needs, business, and professional development; or childcare practices.