

## Child Care Training Classes via Conference Call - December

Family Guidance Center's Child Care Education and Training Program will be offering the following child care training classes via a conference call system for December 2020 through the Dothan Office.

| Title of Class                                       | Time and Date                               | Preview received by                               | State Category   | APCK Area | CCDF Area | CDA Area |
|--|---|---|------------------|-----------|-----------|----------|
| <i>Prevention and Control of Infectious Diseases</i> | <b>12/7/20</b><br>6:00 - 7:00 pm<br>1 hour  | 12/4/20<br><b>Must be received by 12:00 Noon</b>  | HSUP             | HSN       | 1         | 1        |
| <i>Encouraging Early Literacy</i>                    | <b>12/14/20</b><br>6:00 - 7:00 pm<br>1 hour | 12/11/20<br><b>Must be received by 12:00 Noon</b> | QCCL<br>or<br>LD | CGD       | 13        | 2, 3     |

The steps to participate in these training sessions are:

- Register for the class or classes by calling 712-7777 ext. 227.
- We will need an email address or a fax number so we can send the Preview Questions.
- Once you receive the Preview Questions you will need to answer them and return them by email or fax. When we have received the answers to the Preview Questions, you will be emailed or faxed directions to access the conference call system.
- A few minutes before the start time for the class, call the phone number provided.
- After the 1 hour class, the staff member will email or fax the Review Questions and Evaluation Form.
- Complete the Review Questions and Evaluation Form and email or fax to the staff member.
- When we have received all paperwork, a certificate for 1 hour of credit will be mailed to you.

**We must receive all paperwork by the due date in order to participate in the training session. If any paperwork is missing, you will not be able to receive a certificate for the training session.**

If you have any questions, please contact us.