Pre-Service Orientation Training for Preschool and SACC Staff Members Now Available

The Ohio Department of Education (ODE) orientation training for preschool and SACC staff members is now available. As a reminder, all new staff used in ratio must complete the online training within 30 days of hire. If an individual has already completed the Ohio Department of Job and Family Services (ODJFS) Orientation it is not necessary to complete ODE's version. In addition, should a staff member move to another program after completing the orientation and is within five years of completion, it is not necessary to repeat the orientation.

The orientation is online and may be accessed through the Ohio Professional Registry (OPR) housed at the Ohio Child Care Resource and Referral Association (OCCRRA). OCCRA provides statewide coordination of professional development, training and technical assistance services for early learning and afterschool programs and professionals.

If they have not already done so, program staff members must **create a profile** in the registry to access the orientation. Please visit https://www.occrra.org/ and click on the "Manage your Profile" tab on the homepage and follow the steps to create a profile. Also, located on the homepage is the "Search for Trainings" tab which explains how to search for trainings and houses the instructions for registering for trainings.

The orientation is entitled ***Orientation Training for Preschool and SACC Staff Members, ST10063312*** and contains 8 modules. Each module is a self-contained unit that includes activities to complete and a quiz at the end. Once all 8 modules are completed, participants will be able to print a certificate of completion. Instructions on how to print the certificate are included in the training. The orientation may be completed in one sitting or taken over several days. The Office of Early Learning and School Readiness (OELSR) will grant up to 6 hours of in-service credit upon completion.

Completion of the training will automatically be noted in the participant's profile in the Registry. Please allow up to 24 hours for the completion to be auto-populated.