




Step Up To Quality Specialized Training Matrix

	Administrators	Infant/Toddler Lead & Asst. Teachers	Preschool Lead & Asst. Teachers	School Age Lead & Asst. Teachers
		0-3 years old	3-5 years old	5 + years old
 STEP THREE (15 hours annually)	AFTER the Administrator Rules Review Training has been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER all 7 Modules have been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER 10 hours of Ohio's Early Learning Content Standards training has been completed, other SUTQ Approved trainings will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	Any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm
 STEP TWO (10 hours annually)	AFTER the Administrator Rules Review Training has been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER all 7 Modules have been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER 10 hours of Ohio's Early Learning Content Standards training has been completed, other SUTQ Approved trainings will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	Any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm
 STEP ONE (5 hours annually)	AFTER the Administrator Rules Review Training has been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER all 7 Modules have been completed, any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	AFTER 10 hours of Ohio's Early Learning Content Standards training has been completed, other SUTQ Approved trainings will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm	Any SUTQ Approved training will count towards meeting the on-going specialized training requirement. Training should be taken as identified on the individual's professional development plan. http://ifs.ohio.gov/cdc/ApprovedTraining.stm

Staff must fulfill their annual training requirement by first taking the required pre-requisites in the number of hours consistent with the program's step level (5, 10, or 15 hours). Once the pre-requisites are completed in the hours designated below, staff can satisfy their annual training requirement with any other SUTQ approved training.

Pre-Requirement	7.5 hours of New Administrator Rules Review Training – (revised 1/07) http://ifs.ohio.gov/cdc/RequiredCCAT.stm	20.5 hours of Infant Toddler Guidelines Training – Modules 1-7 Module 1 (2.5 hours) must be completed prior to taking Modules 2-7. Modules 2-7 (3 hours each) can be completed in any order. http://www.ohpdnetwork.org/index.php?wid+32&show+it	10 hours of Ohio's Early Learning Content Standards Training. Can be completed by one of the following: Language/Literacy college coursework completed after 2002 R & R's http://www.ohpdnetwork.org/index.php?wid+32&show+it CORE offered by Early Language and Literacy Specialists http://www.ecqnet.org/ecq/ProfDev/OELCS/index.cfm SIRI and OELCS offered by Q-Net http://www.ecqnet.org/ecq/ProfDev/OELCS/index.cfm ODJFS approved Ohio's Early Learning Content Standards training: http://ifs.ohio.gov/cdc/ApprovedTraining.stm	At this time, there is no pre-requisite for teachers working with school age children.
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Individuals serving in **dual roles** of both administrator and classroom teacher: The administrator rules review training must be completed first then any additional specialized training hours can be completed with any other SUTQ approved trainings, based on the individual's professional development plan.

Individuals working in a classroom with a **mixed age groups** of toddler, preschool and school age children: The teacher's first year of annual specialized training must be taken based on the age of the youngest child. Subsequent annual specialized training requirement is determined based on the teacher's professional development plan.

Lead Schoolage teachers working with two distinct age groups: The teacher's first year of annual specialized training must be taken in schoolage topics.

Administrators and teachers (except infant/toddler staff who have not completed all 7 of the Infant/Toddler modules) must provide verification of successful completion (C or better or a passing grade for a Pass/Fail course) for each course from an accredited institution of higher education with content related to early childhood education, in lieu of the specialized training requirement. General degree requirements cannot be counted.