WISCONSIN REGISTRY

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Training Solutions

Welcome to the latest edition of *Training Solutions,*

This month, we are sharing information on:

- Tips and Reminders for using the PDASystem
- Online Registration for TSOs
- Becoming a T-TAP Course Instructor
- The Upcoming 2022 PDAS Summit
- Using the Wisconsin Registry PDASystem for Free Foundational Child Care Training
- A look at completed training in 2022 so far

As always, please contact us for any questions you have regarding the news and information below.

Best Regards,
Christine Moldenhauer, Director of Operations
Ashley Salzwedel, Professional Development Coordinator

Tips for using the Wisconsin Registry Professional Development Approval

System (PDASystem) as a Trainer or Technical Assistance (TA) Professional

Our Registry team has compiled a list of tips and reminders to help you navigate the PDASystem. The tips are below and also available in a printable format.

View the printable Tips & Reminders for Using the PDASystem: Trainer & TA Professional Membership

Tips & Reminders:

- Renew your membership at the beginning of your expiration month so we can process your application before your membership expires and you do not lose access to the PDASystem.
- Complete Trainer and TA Professional applications are processed in 2-4 weeks.
- If all your documentation is already in your file or uploaded to your Trainer profile, click the "No Documentation to Submit" button when your application is submitted.
- All Registered Trainers, Tier Trainers, Specialist 2 & Specialist 3 Trainers, and TA Professionals are required to submit documentation of a criminal background record check completed within the last 5 years.

Online Registration is still available for Training Sponsor Organizations

This feature allows organizations to use the Statewide Training Calendar as both a marketing and registration tool. This saves staff time in entering attendance and recording payments received.

The Wisconsin Registry Professional Development Department provides one-on-one onboarding to organizations who opt to use Online Registration.

There is an annual fee of $125 for Regulated Child Care Programs or $250 for all other Training Sponsor Organizations. For more information on how to unlock the

features and benefits of Online Registration for your organization visit our website.

Become a T-TAP Course Instructor

Did you know there is a shortage of T-TAP Course Instructors? Are you passionate about the professional development of adults? Consider becoming a T-TAP Course Instructor today! The T-TAP courses are taught by qualified instructors and are required to meet the adult education requirement to become an approved Trainer or Technical Assistance Professional. If you are interested in learning more about this opportunity, visit our website, look for "Becoming a Trainer for Specific Training" and click T-TAP Courses.

PDAS Summit: Save the Date

Join us on Thursday, September 22, 2022 at the Harley Davidson of Madison for a one-day in-person event. Each year the Wisconsin Registry PDAS Summit has a theme related to trends in the field of early care and education.

The theme of the 2022 PDAS Summit is *Planning with R.E.A.L. Considerations: Relationships | Equity | Authenticity | Language & Culture*. This one-day event will have four parts:

- *Relationship Building* – Facilitated discussion and activities around creating a welcoming, safe, inclusive environment for learners including recognizing our own biases and strategies for building relationships.
- *Equity* – Explore planning for the diverse needs of the learners.
- *Authenticity* – Discuss the impact of having a growth mindset and being authentic with learners.
- *Language & Culture* – Explore how to avoid making assumptions about learners and instead prepare for learners using a culturally responsive lens.

Come learn from each other and take away new knowledge you can apply to your practice. Registration will open in July.

Using the Wisconsin Registry PDASystem for Free Foundational Child Care Training

Coming this Summer 2022 the Department of Children and Families (DCF) is funding free **Foundational Child Care Training**. For more information about DCF's free Foundational Child Care Training, visit their website.

If your Training Organization will be participating in offering the free Foundational Child Care Training:

- All Trainers must have current Registry memberships.
- Attendance must be entered within 45 days of completion.
- Attendees are not required to be a member of the registry yet, but they must at least have a free Registry account. Their attendance can be entered by their Registry ID number.
- Once the Training Organization enters the attendees onto the attendance roster, the attendees receive instant verification on their Registry profiles. For directions, see the guide on Training Attendance Verification.
- The Wisconsin Registry prints postcards as official verification of completion of the foundational child care training at the beginning of the week and mails them to the attendees. The postcards are printed the week after the attendance is verified by the Training Organization. To ensure attendees receive their post card please verify the attendee's address listed on their Registry account is accurate during the training event.

By the Numbers

Below is a snapshot of the training that has already been completed in **2022**. The data shows the number of training events and training hours for in-person training versus web-based and blended training*.

* Blended training is defined as a mix of (trainer led) in-person training and (independent) web-based training.

In-Person	Web-Based / Blended
217 Training Events	**384** Training Events

764.5

Number of Training Hours

1,597

Number of Training Hours

Looking for previous Training Solutions Newsletters?

Our past Training Solutions Newsletters are archived on the T-TAP Resources Page under Registry Communications.