Trainer \& Technical Assistance Professional (T-TAP) Requirements
Updated February 2023
Professional Development Approval System (PDAS)

| Endorsement | Education Level | Experience | Background Check | Training Experience | Adult Education |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Registered Trainer | Registry Level 2 and up | 6 months in approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | None required | None Required |
| Tier 1 Trainer | Registry Level 6 and up | 2 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 20 hours of training experience | PDAS Foundations Course |
|  | 40 hours of education in related Registry Content area |  | Registry T-TAP Agreement |  | PDAS Trainer course or equivalent |
| Tier 2 Trainer | Registry Level 9, 10 or 11 | 4 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of training experience | PDAS Foundations Course |
|  | 40 hours of education in related Registry Content area |  | Registry T-TAP Agreement |  | PDAS Trainer course or equivalent |
|  | OR |  |  |  |  |
|  | Registry Level 12 | 2 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of training experience | PDAS Foundations Course |
|  | 40 hours of education in related Registry Content area |  | Registry T-TAP Agreement |  | PDAS Trainer course or equivalent |
| Tier 3 Trainer | Registry Level 13 or up | 4 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of training experience | PDAS Foundations Course |
|  | 40 hours of education in related Registry Content area | 2 years working directly with children | Registry T-TAP Agreement | 2 years of responsibility for the professional development of others | PDAS Trainer course or equivalent |
|  | OR |  |  |  |  |
|  | Registry Level 14 and up | 2 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of training experience | PDAS Foundations Course |
|  | 40 hours of education in related Registry Content area |  | Registry T-TAP Agreement | 2 years of responsibility for the professional development of others | PDAS Trainer course or equivalent |

## A Registry Specialist Trainer:

- Has a specific area of expertise that benefits the early care and education community.
- Is a trainer that can offer Tiered training appropriate to their content expertise even though they do not meet the requirements as an approved Tiered Trainer.
- Does not require a specific level on the Registry's Career Level.
- Uses the Registry Professional Development Approval System for their own course and event entry, the same as an approved Registry Trainer.


## There are 3 types of Specialist Trainers subject to Registry review.

Specialist 1 - National Training Organization - Trainer vetted by sponsoring organization.
Specialist 2 - Wisconsin Specialist - Expertise in the field of early care and education specific to Wisconsin standards and training (examples: higher education faculty, DCF, DPI, social work, maternal/child/mental health, public health, etc.)
Specialist 3 - Content Specialist - Expertise outside of field of early care and education such as safety, finances, CPR, etc.

| Specialist Type | Registry Application | Documentation | Professional Experience | Background Check | Training Experience | Adult Education Training |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Specialist 1 <br> (National Training Organization) | Required | Curriculum Vitae | Sponsored by organization | Not required if sponsored by organization | 2 years of training experience in area of expertise verified by the sponsoring organization | Preferred but not required |
| Specialist 2 <br> (Wisconsin Specialist) | Required | License or certification | 6 months in approved program or agency | Copy of DOJ Name-Based Criminal History Record Check background check completed within the last 5 years. | 40 hours of training experience indicated on resume |  |
|  |  | Resume |  | Registry T-TAP Agreement |  |  |
| Specialist 3 <br> (Content Specialist) | Required | License or certification | 6 months in approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of training experience indicated on resume |  |
|  |  | Resume |  | Registry T-TAP Agreement |  |  |

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| :---: | :---: | :---: | :---: | :---: | :---: |
| *Provisional Technical Assistance Professional (consultant, mentor, coach) <br> *Provisional Technical Assistance Professional allows individual to provide services to others under the supervision of a Registry approved Technical Assistance Professional | Registry Level 13 or up with related credentials, licensure or agency endorsement in specialty area | 4 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | Mentoring agreement with an approved Registry Technical Assistance Professional for 1 year | PDAS Foundations Course |
|  |  | 2 years working directly with children | Registry T-TAP Agreement | 1 year of experience as coach, mentor or supervisor | PDAS Technical Assistance Professional course or equivalent |
| Technical Assistance Professional <br> (consultant, mentor, coach, professional development counselor, peer-to-peer counselor) | Registry Level 13 or up with related credentials, licensure or agency endorsement in specialty area | 4 years in an approved program or agency | Copy of DOJ Name-Based Criminal History Record Check completed within the last 5 years. | 40 hours of technical assistance experience | PDAS Foundations Course |
|  |  | 2 years working directly with children | Registry T-TAP Agreement | 2 years of responsibility for the professional development of others | PDAS Technical Assistance Professional course or equivalent |

Based on the WI Content Areas and Training and Technical Professional Assistance Competencies http://www.collaboratingpartners.com/professional-guidance-wi-t-tap-competencies.php For more information visit the Wisconsin Registry's website at wiregistry.org/t-tap-overview

