

Preservice Questions

1. Why does Virginia require caregivers and staff to complete the Virginia Preservice Training for Child Care Staff?

The Child Care and Development Block Grant (CCDBG) requires states that manage child care subsidy funding to meet certain federal requirements. The CCDBG stipulates that states establish requirements for preservice or orientation training for caregivers, teachers, and directors be completed within three months of employment or subsidy approval. The training covers 11 required topics, which can be found in the Code of Federal Regulations, [§ 98.44 Training and professional development](#):

- 1) Prevention and control of infectious diseases (including immunizations);
- 2) Prevention of sudden infant death syndrome and use of safe sleeping practices;
- 3) Administration of medication;
- 4) Prevention and response to emergencies due to food and allergic reactions;
- 5) Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- 6) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
- 7) Emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event;
- 8) Handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
- 9) Appropriate precautions in transporting children, if applicable;
- 10) Pediatric first aid and cardiopulmonary resuscitation; and
- 11) Recognition and reporting of child abuse and neglect

2. What is the Virginia Preservice Training for Child Care Staff, and who is required to take it?

The Virginia Preservice Training for Child Care Staff is a free series of courses created to introduce child care staff to important health and safety information critical for professionals to know when working in a child care setting. The Virginia Preservice Training for Child Care Staff, sponsored by the Department of Education, provides an overview of basic health and safety requirements and best practices in topic areas required by the (CCDBG). It was specifically created for professionals who work with children and families in Virginia. This **free** orientation training is required for prospective [subsidy providers](#) to complete prior to approval. Within 90 days of subsidy approval or beginning employment

within a subsidy approved program, all staff who work directly with children shall complete the orientation training. This course is also required for staff who work in [Licensed Child Day Centers](#) and shall be completed within 90 days of employment.

3. There are multiple preservice trainings available, how do I know which ones I need to take?

Staff at a **licensed child day center** or **subsidy child day center** who only work with ages **birth to five years** will take:

- Virginia Preservice: Foundations (All Child Care Staff); **3 hours**

AND

- Virginia Preservice: Child Day Center (Birth to Five Care); **3 hours**

Staff at a **licensed child day center** or **subsidy child day center** who only work with **school-age** children will take:

- Virginia Preservice: Foundations (All Child Care Staff); **3 hours**

AND

- Virginia Preservice: Child Day Center (School-Age Care); **1.5 hours**

Directors and staff who work with multiple age groups at a **licensed child day center** or **subsidy child day center** who work with both **birth to five years** AND **school-age** children will take:

- Virginia Preservice: Foundations (All Child Care Staff); **3 hours**

AND

- Virginia Preservice: Child Day Center (Birth to Five Care); **3 hours**

AND

- Virginia Preservice: Child Day Center (School-Age Care); **1.5 hours**

Subsidy family day home providers will take:

- Virginia Preservice: Foundations (All Child Care Staff); **3 hours**

AND

- Virginia Preservice: Child Day Center (Family Day Home Care); **3 hours**

4. Will the 10-hour version of the preservice training still be accepted?

A: When the new trainings become available, any participant who had already registered for the 10-hour training will have 30 days to complete it. As of June 1, 2026, the 10-hour training will no longer be available, even for those currently registered. Any individuals who completed the 10-hour preservice training prior to June 1, 2026, may provide documentation of completion as proof of the required preservice training.

5. Will individuals be able to complete the 10-hour training after May 1, 2026?

A: Individuals enrolled in the 10-hour course prior to May 1 will have until May 31 to complete the course, but no new participants will be permitted to register for the 10-hour course once the new course launches. The 10-hour training will not be available on the [Training and Professional Development](#) webpage after May 1.

6. Will individuals who have already completed the 10-hour preservice training be required to take these new trainings?

A: No. The updated preservice training replaces the 10-hour preservice training. The preservice training is only required to be completed once; therefore, staff have already met the requirements of completing preservice training if they have completed the 10-hour course. However, the new preservice courses can be taken as ongoing professional development hours.

7. If a staff has already completed the 10-hour preservice, can they take the new trainings (foundations, center B-5, School-Age, FDH) and have them count toward their 16-hour annual requirement?

A: Yes, as long as the training is appropriate to the program type and age of children in care. The requirement to complete preservice training for providers and staff is to complete it within 90 days of employment. If a staff person who previously completed the 10-hour course as a part of their orientation training as a new hire wants to complete the new preservice training for annual training, that would be acceptable.

8. If I work in a classroom that does not have a child who receives subsidy assistance, am I required to take these training courses?

If you work in a program that participates in the Virginia Child Care Subsidy Program, you are required to complete these training courses, even if you do not have a child in your classroom who is receiving subsidy assistance.

9. How do I know if my program participates in the Virginia Child Care Subsidy Program?

Check with your employer to determine if your program participates in the Virginia Child Care Subsidy Program.

10. What if I work in another type of child care (center-based or family day home) or preschool program in Virginia, can I take these courses?

Although these courses are required for the subsidy providers and licensed child day center programs, all professionals who work in early childhood programs are encouraged to take these courses.

11. Does the Virginia Preservice Training for Child Care Staff course count for required annual training hours?

If you work in a licensed child day center, a subsidy approved center, or a subsidy approved home, the preservice training course is considered part of your orientation and cannot be counted towards annual training hours.

12. Can I earn CEU's for the Virginia Preservice Training for Child Care Staff course?

Yes, the Virginia Preservice Training for Child Care Staff course will give you one CEU; however, you must apply to receive it. There is no cost for the CEU and instructions to apply can be found at the end of the course.

13. Does the Virginia Preservice Training for Child Care Staff course fulfill the VDOE requirements for CPR and First Aid certification?

No, this training does not meet the requirement for CPR and First Aid training. Please refer to the standards applicable to your program type. If you work in a program that participates in the Virginia Child Care Subsidy Program or in one that serves infants and toddlers, Child Care Aware of Virginia offers free CPR and First Aid training.

14. Does the Virginia Preservice Training for Child Care Staff course fulfill the VDOE requirements for MAT training?

No. Program staff who administer medication to children must still complete a Medication Administration Training course approved by the Virginia Board of Nursing.

Annual Health and Safety Update Course

1. What is the Virginia Annual Health and Safety Update Training for Child Care Staff, and who is required to take it?

The Virginia Annual Health and Safety Update Training for Child Care Staff is a free 3-hour course that is a follow-up to the Virginia Preservice Training for Child Care Staff. This training course is required for all staff who work directly with children in a child care program (center-based and home-based) that participates in the Virginia Child Care Subsidy Program. This training is to be taken annually, with the first update completed within one year after completing the Virginia Preservice Training for Child Care Staff.

2. How long will it take to complete the Virginia Annual Health and Safety Update Training course?

The Virginia Annual Health and Safety Update Training for Child Care Staff course is a 3-hour training. You may start and stop the course as often as necessary, but it must be completed within 90 days of starting the training or you will need to restart the course.

3. Can child care staff take the Virginia Annual Health and Safety Update Training for Child Care Staff course together in a group?

Yes. There is nothing that prohibits group training. All documentation requirements listed in the regulations, according to the program type, must be met. If a provider chooses to have a group of staff complete the training, it is best practice to also indicate on a certificate developed by the program that the training was completed in a group setting.

4. Does the Virginia Annual Health and Safety Update Training course count for required annual training hours?

Yes, by completing the Virginia Annual Health and Safety Update Training course, staff receive a certificate of completion for 3 clock hours of training. Clock hours will count towards required annual training hours.

General Questions

1. Will I receive a certificate?

Yes, at the completion of the course, you will be given the opportunity to print or download your certificate.

2. What do I do with my certificate?

Give your employer a copy of the certificate and save a copy for your own files. Your employer will need to maintain documentation that employees have been trained.

3. Do these training courses have a cost?

No. The Virginia Preservice Training for Child Care Staff and the Virginia Annual Health and Safety Update Training are FREE for all Virginia child care staff.

4. The Better Kid Care website has a list of trainings that costs \$5, do I have to pay for each course?

No. The Virginia Preservice Training for Child Care Staff and the Virginia Annual Health and Safety Update Training are free for all Virginia child care staff. If you cannot find the courses when you first sign-in, scroll down to the bottom of the alphabetical listing using the up and down arrows on the right side of the listing, or the scroll bar, until you see the appropriate course title. Click on the course title to open the course.

5. I completed the training and it asked for \$5, what should I do?

The Virginia Preservice Training for Child Care Staff and the Virginia Annual Health and Safety Update Training courses are FREE. If the system asks for money, you are most likely in the wrong course. Exit the course and look for the appropriate course title. If you cannot find it when you first sign-in, scroll down to the bottom of the alphabetical listing using the up and down arrows on the right side of the listing, or the scroll bar, until you see the appropriate course title. Click on the course title to open the course. Please note that no substitutions will be accepted for the Virginia Preservice Training for Child Care Staff course or the Virginia Annual Health and Safety Update Training.

6. How do I access these courses?

- Go to www.childcareva.com
- Click on “Training & Development”
- Click on the course link that is right for you (English / Español)
- You will be directed to Better Kid Care’s On-Demand Web Lessons page

If you have a BKC account, you will be taken directly to the start of the course. If you have not used BKC before, you will need to 1. register as a new user, 2. choose the training from the alphabetical listing or return to the childcareva.com page, 3. select the “Training and Development” webpage, and 4. select the appropriate course for you to complete.

7. What do I do if I forget my password?

Enter your email address on the “sign-in” page and click the “forgot password” box. An email that contains your password will be sent to your registered email address.

8. What do I do if my email changes?

If you no longer use the email associated with your Better Kid Care account, sign in using your original email address, and go to “Your Account - Change Password” to make a change.

9. Who can I contact if I have technical issues or problems accessing the course?

Call the Better Kid Care HELP line at 800-452-9108.