

## CDA training requirement log

How to use this log:

Using your Professional Development Documentation form, write in the hours under blah. Each training should be backed up a professional development form. The form should be filled out on both sides to fully document the content of the training.

*The 120 clock hours of education must be documented, with no fewer than 10 hours in each of the following content areas:*

- 1. Planning a safe, healthy environment to invite learning;*
- 2. Steps to advance children's physical and intellectual development;*
- 3. Positive ways to support children's social and emotional development;*
- 4. Strategies to establish productive relationships with families;*
- 5. Strategies to manage an effective program operation;*
- 6. Maintaining a commitment to professionalism;*
- 7. Observing and recording children's behavior; and*
- 8. Principles of child development and learning.*

*From the Council for Professional Recognition website*

1. Planning a safe, healthy environment to invite learning.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 1

2. Steps to advance children's physical and intellectual development.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 2

3. Positive ways to support children's social and emotional development

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 3

4. Strategies to establish productive relationships with families.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 4

5. Strategies to manage an effective program operation.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 5

6. Maintaining a commitment to professionalism.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 6

7. Observing and recording children's behavior.

Training	Date	Hours

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total hours \_\_\_\_\_ for CDA content area 7

8. Principles of child development and learning.

Training	Date	Hours

total hours \_\_\_\_\_ for CDA content area 8