

# Professional Development within the Bright Futures Information System (BFIS)

## What is the Bright Futures Information System?

BFIS is a Vermont online data management and information system. BFIS helps families, childcare providers and others find and use information about statewide child development systems and services.

Professional development is housed in the *Quality and Credential* part of BFIS.

## Why is BFIS helpful?

BFIS can make your life easier!

- Professionals - such as child care providers can find information they need to run their business and to support their professional development.
- Sponsors who offer professional development can connect to the professionals who seek it.

## Who can use BFIS?

BFIS is for people like you!

- Richard is an assistant teacher in a licensed child care center. He finds upcoming training and workshops in the BFIS Course Calendar.
- Rosa operates a registered home day care. She sees the courses and workshops she has taken in her private online BFIS resume. She already uses BFIS's online billing system for subsidy reimbursement.
- Melanie is an afterschool program coordinator working towards credentialing. She found college tuition assistance through BFIS.
- Maeve is a teacher-director in a licensed child center. She uses BFIS to submit her annual re-licensing application and to organize her Step Ahead Recognition System (STARS) materials.



*"Filling out the Documentation of Professional Development form was easy once I saw how it connected with the Core Competencies."*

## Did You Know...?

- Sponsors of professional development can advertise their training statewide for free!
- You can create your own IPDP (Individual Professional Development Plan) within your BFIS private resume?
- You can track your professional development through BFIS!



Bright Futures  
**Child Care Information System**

Visit STARS website:  
<http://www.starsstepahead.org/>

**Vermont Northern Lights Career Development Center**

**<http://northernlightscdc.org>**

**Phone: 802-241-4661**

*See the reverse side to join  
the BFIS Professional  
Development Loop!*

# Join the BFIS Professional Development Loop!



## Here is how SPONSORS can join the BFIS loop!

- ◆ Select approved instructors from Vermont's Instructor Registry.
- ◆ Send information about your upcoming professional development opportunities to Northern Lights. We'll post it in the BFIS statewide Course Calendar.
- ◆ Fill out a Documentation of Professional Development form and distribute a copy to each training participant.
- ◆ Use the BFIS attendance form at each training session and send the completed ones to Northern Lights.

## Here is how INDIVIDUALS can benefit!

- ◆ Use the BFIS Course Calendar to find workshops, classes and conferences.
- ◆ Get a BFIS Quality/Credential Account to see your professional development resume!
- ◆ Let Northern Lights track your attendance!
  - If you attend a training in the BFIS loop, then your attendance will be entered into your online BFIS resume. Just look in your BFIS resume to find it!
  - If you attend a training *outside of the BFIS loop*, we can still help you. Send Northern Lights a copy of the professional development documentation that you received at the training. This will verify that you attended the event so we can add the information to your BFIS online resume.

## SPONSORS... Did You Know?

You can find the instructors and the forms you need on our website:

<http://northernlightscdc.org>

- see *Instructors*
- see *Professional Development*

You can send course calendar postings and completed attendance forms to:

[professional.development@ccv.edu](mailto:professional.development@ccv.edu)



## More Good Things to Know!

BFIS Course Calendar:

<http://brightfuturesinfo.org>

How Do I Sign Up for a Quality/Credential Account? Go to:

<https://bfishelp.ahs.state.vt.us/>

Or call 1-800-649-2642



<http://northernlightscdc.org>

Phone: 802-241-4661

**Northern Lights Career  
Development Center  
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Waterbury, VT 05676**