

## Appendix I - Attestation of Professional Development

I attest that **all** required Department of Human Services (DHS) certified child care staff have taken or will take the following professional development training as required in *ELRC Policy Announcement 22 #06 Required Professional Development Training for DHS Certified Child Care Providers Participating in Child Care Works (CCW)*.

- All DHS child care staff will take annual professional development training in *Child Development* each fiscal year (July 1-June 30), unless actively enrolled in an Early Childhood Education/Child Development (ECE/CD) degree program, including a Child Development Associate (CDA) program by June 30 of each fiscal year.
- All Director/Owner/Operator and all staff who have a role in processing CCW payments have taken the professional development training titled, *CCW Program Integrity and Accountability Training for DHS Certified Providers* by November 30, 2022, or within 90 days of hire, if hired after November 30, 2022.

By signing this attestation, I, as the DHS certified child care provider, am affirming all information in this Attestation of Professional Development is true, correct and complete to the best of the DHS certified child care provider's knowledge and belief.

I, as the DHS certified child care provider, understand I may be referred to the Office of State Inspector General (OSIG) for investigation if I, or anyone in my business, are suspected of engaging in fraud. The Provider Agreement may be terminated if the provider is found to have committed fraud or colluded to commit fraud.

I, as the DHS certified child care provider, understand that in order to receive funds as part of CCW, I must be in compliance with the requirements of the federal Child Care Development Block Grant (CCDBG), at **42 U.S.C. section 9858c(c)(2)(G)**, and its regulations at **45 C.F.R. sections 98.44(b)(1)(iii) and 98.68(a)(3)**. The CCDBG and its regulations, which govern funding of CCW, require providers to take the professional development listed above, which are **mandatory**. These mandatory trainings cover health and safety; child development; and program requirements, integrity, and accountability, as required by these regulations. If this attestation is **not** signed and returned to the ELRC the Provider Agreement will be terminated.

\_\_\_\_\_  
Authorized Provider Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Authorized Provider Representative Name

\_\_\_\_\_  
Telephone Number

Legal Entity Name: \_\_\_\_\_

FEIN or Social Security Number (Family Child Care only, if no FEIN): \_\_\_\_\_

Location Name: \_\_\_\_\_

Pennsylvania Departments of Education and Human Services | Office of Child Development and Early Learning

333 Market Street | 6th Floor | Harrisburg, Pennsylvania 17126 | 717.346.9320 | F 717.346.9330 | [www.education.pa.gov](http://www.education.pa.gov) | [www.dhs.pa.gov](http://www.dhs.pa.gov)