Instructions on how to sign up and complete the New Jersey Child Care Subsidy Health and Safety Trainings

All required training information and links can be found on www.ChildCareNJ.gov/Providers/Training

Please note: Only the health and safety training courses linked to below or the courses offered through your CCR&Rs will be counted towards your required training hours for DFD's Subsidy Assistance Program Health and Safety Requirements.

You can go directly to the online course through this link – https://od.bkc.psu.edu/user/sign in

This will take you to the sign in screen. If you already have an account, enter your email address and select the option for "Yes, I have a password." Enter your password and click "Continue".

If you do not already have an account, you will need to create one. Enter your email address and select the option for "No, I am a new customer." Then click "Continue". There will be several pages of profile questions. You must fill these out completely.

When you have successfully created your profile, you will end up back at the log in page where it will say "Your registration was successful. You may now Sign In with your email address and password."

Enter your email address and select the option for "Yes, I have a password." Enter your password and click "Continue".

Welcome to your professional learning experience with Better Kid Care (one or two hours) include time spent reading content, watching module videos, checking your knowledge, completing reflection and application exercises, and taking the post assessment. Because some of these activities may be completed away from the screen, total hours awarded may not equal dedicated screen time. Research shows that professionals who continue learning offer higher quality care to children and youth. Our online lessons were created for professionals like you who want to learn to enhance programs for children and youth. No more than 9 hours of On Demand professional development will be awarded in one calendar day. Enjoy your learning experience!

PLEASE NOTE:

If you have a NJ Workforce Registry ID, please make sure to enter that information when creating your account.

If you signed up and did not enter your NJ Workforce Registry ID into your profile, you can do so at any time by clicking on the "Profile" link under "Your Account" in the left navigation bar after logging in. Once on the "Better Kid Care Profile" page, click continue through the screens until you get to the "Do you participate in NJ Workforce Registry" page. Select "Yes" and click "Continue". You can then enter your NJ Workforce Registry ID. If you need help finding your ID, instructions can be found under the Bookmarks section of www.njccis.com.

Certificate data is provided to the NJ Workforce Registry on a bi-monthly basis. Your certificate completion information will not automatically appear in your NJ Workforce Registry account. NOTE: Your NJ Workforce Registry ID # is 9 digits and starts with 100 (for example: 100123456). Your last name must match in both your Better Kid Care and NJ Workforce Registry accounts. If they do not match then your certificate data will not appear in your NJ Workforce Registry accounts.

To change your name in the On Demand system, please contact Better Kid Care at betterkidcare@psu.edu or 814-863-0339.

On the next screen, click "Required Health & Safety" on the left navigation panel.



Depending on the age group that you work with, click on either:

"NJ Health and Safety Basics: Birth to Preschool () (CDA1) 8hr" or "NJ Health and Safety Basics: School Age and Summer Camp () 8hr"

DO NOT SELECT the "New Jersey Child Care Subsidy Health and Safety Trainings (C1) (CDA1) 6hr" – this course does not include the "Foundations of Child Development".



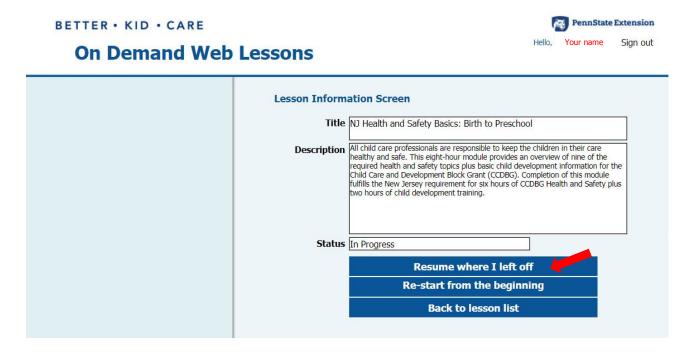
Please note: The New Jersey training is FREE. If you select a training for another state, that you have to pay for, you will not be reimbursed.

On the Lesson Information Screen – You will see your training status. If you have not yet started, it will say "Status: Not Started". Click "Start Now"

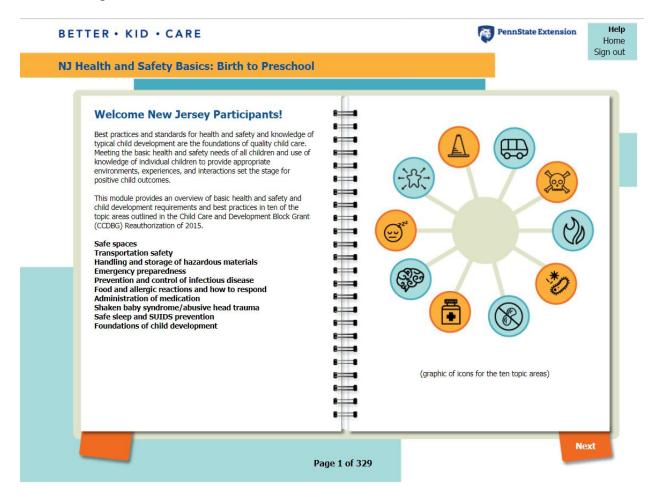


If you are logging in to continue the training, you will see "Status: In Progress". There are two options – "Resume where I left off" or "Re-start from the beginning".

In most cases, you will be selecting "Resume where I left off".



Start the training.



REMINDER:

Your course certificate to be automatically sent to the NJ Workforce Registry. You must enter your NJ Workforce Registry ID into your Better Kid Care profile (see instructions on pg1) and your name MUST match in both systems.

For technical support with Better Kid Care's On Demand system, call 1-800-452-9108. Support is available from 8:00 a.m. to 5:00 p.m., Monday - Friday. If a person calls after 5:00 p.m., or does not reach someone, they should leave a voicemail message and our staff will return their call as soon as possible.

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