

HOW TO BECOME A CERTIFIED ASSISTANT

Certified Assistant: An assistant who meets the qualifications of the provider and who may replace the provider.

(a) An assistant who meets the qualifications of a family child care provider will be certified and known as a certified family child care assistant.

(b) An assistant who meets the qualification of a family child care plus provider will be certified and known as a family child care plus assistant.

(c) An assistant who meets the qualification of a large family child care provider will be certified and known as a large family child care assistant.

1. **Attend a Family Child Care Orientation at Child Care Circuit:** The dates for Family Child Care Orientations are listed on the Training Calendar on the Child Care Circuit website: (www.childcarecircuit.org/professionals/calendar.asp).

If you do not have access to a computer, you may pick up a listing of the dates in the first floor lobby at Child Care Circuit in Lawrence. Select a date to attend the training.

The orientation has a limit of 45 people.

All Family Child Care Orientations are on a “walk-in, first come/first served” basis.

Registration for the training begins one hour prior to the beginning of the training.

The fee for the Orientation is **\$30.00** and must be paid in Cash or by Credit Card.

Children or other companions are not allowed in the trainings.

2. **Become certified in First Aid and CPR for infants and children:** Call the local Red Cross office or your local hospital to find a First Aid and CPR class for infants and children. The fee for this class will vary.
3. **Complete the application and mail with appropriate paper work to the Department of Early Education and Care:** The address is on the application. The fee is \$75.00. The application can be found on the EEC website: www.eec.state.ma.us or by calling EEC: 978-681-9684.