



State of New Jersey


DEPARTMENT OF HUMAN SERVICES
DIVISION OF FAMILY DEVELOPMENT
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 DIVISION OF FAMILY DEVELOPMENT	
SUBJECT: New First Aid and CPR Training Procedures for FCCs and Approved Home Providers	
ISSUE DATE: November 21, 2022	DFDI No.: 22-11-02
IMPACTED PROGRAMS: Child Care	
HISTORY: Rescinds DFDI No.: 15-02-01	

I. PURPOSE

The purpose of this Instruction is to inform the Child Care Resource and Referral Agencies (CCR&Rs) of the new procedures for taking the required pediatric first aid and cardiopulmonary resuscitation (CPR) training for Family Child Care Providers (FCCs) and Approved Home Providers based on the newest agreement between the State of New Jersey (State) and the Child Care Workers Union (CCWU).

This DFDI rescinds DFDI No.: 15-02-01.

II. AUTHORITY

The “Child Care and Development Block Grant Act of 1990” (CCDBG Act), 42 U.S.C. §§ 9857 et seq.; 42 U.S.C. § 9858e; 45 C.F.R. 98.41; and N.J.S.A. 30:5B-22.1.

III. OVERVIEW

On December 6, 2021, the State entered into a new agreement with the CCWU, the exclusive majority representative of all FCCs and Approved Home Providers. This agreement included revised procedures for these providers to complete the pediatric first aid and cardiopulmonary resuscitation (CPR) training required under the CCDBG Act and its implementing rules (see DFDI No.: 21-11-01). Specifically, the agreement requires FCCs and Approved Home Providers to complete these trainings through their CCR&R. Accordingly, these providers are no longer eligible to receive reimbursements for completing these trainings through any other organization.

IV. POLICY

- A.** Effective immediately, FCCs and Approved Home Providers, and any substitute or assistant of a provider, shall complete their required pediatric first aid and pediatric CPR training through their CCR&R.
- B.** CCR&Rs shall provide the required pediatric first aid and pediatric CPR trainings at no cost to FCCs and Approved Home Providers, and one (1) substitute and one (1) assistant for each provider.
- C.** Effective immediately, CCR&Rs shall no longer reimburse FCCs and Approved Home Providers for pediatric first aid and pediatric CPR training provided by another organization that is taken on or after this Instruction's issue date.
- D.** CCR&Rs shall continue to reimburse FCCs and Approved Home Providers for pediatric first aid and pediatric CPR training provided by another organization that was taken before this Instruction's issue date.

V. PROCEDURES

- A.** CCR&R's shall provide the pediatric first aid and pediatric CPR training required of all FCCs and Approved Home Providers, and any substitute or assistant of a provider.
- B.** CCR&Rs shall provide the required pediatric first aid and pediatric CPR trainings at no cost to FCCs and Approved Home Providers, and one (1) substitute and one (1) assistant for each provider.
- C.** CCR&Rs shall not reimburse FCCs and Approved Home Providers for the cost of pediatric first aid and pediatric CPR training provided by another organization that is taken on or after this Instruction's issue date.
- D.** CCR&Rs shall reimburse FCCs and Approved Home Providers for the cost of pediatric first aid and pediatric CPR training provided by a (certified) organization that was taken before this Instruction's issue date, upon the provider submitting proof of payment and completion.
- E.** CCR&Rs shall conduct ongoing outreach to ensure FCCs and Approved Home Providers are fully informed about the policies and procedures required by this Instruction.

VI. FORMS AND ATTACHMENTS

N/A

If you need additional guidance, please contact the Child Care Supervisor assigned to your county.

Sincerely,

Natasha Johnson

Natasha Johnson
Assistant Commissioner