



POLICY ADVISORY

Field Operations 2024 - 14

Policy: Compliance Requirements for Center-Based Funded Programs

Effective Date: 7/1/2024

Policy link: <https://www.mass.gov/doc/policy-eec-center-based-funded-compliance-requirements-updated-july-2024>

OVERVIEW

The Department of Early Education and Care's mission is to support the healthy growth and development of all children with high quality programs and resources for families and communities. The Commonwealth's early educators play a crucial role in fulfilling this mission, and training and professional development activities serve as a foundation for their work. This policy update specifies new annual training requirements through EEC Essentials and ongoing professional development activities for all funded program staff.

In addition to reflecting EEC's commitment to quality improvement, these policy revisions are in response to training requirements from the US Department of Health and Human Services, Office of Child Care within the Administration for Children and Families.

APPLICABILITY

This policy applies to all center-based funded child care programs.

KEY UPDATES

EEC Essentials 2.0

All educators, administrators, interns, substitutes and volunteers working with children in funded programs will be required to complete the applicable EEC Essentials 2.0 trainings. The entire package must be completed regardless of the frequency worked.

All applicable funded program staff will also be required to take the EEC Essentials Refresher package annually.

- Staff that are currently working in funded programs must complete the EEC Essentials 2.0 training package by June 30, 2025.
- Staff that have never before worked in an EEC-licensed or funded program must complete a background check and the EEC Essentials 2.0 before working with children

Required Professional Development Activities

All funded program staff must also participate in professional development activities as follows:

1. Educators working fewer than ten hours per week shall complete a minimum of five hours of professional development activities per year;
2. Educators working at least ten but fewer than 20 hours per week shall complete a minimum of 12 hours of professional development activities per year;
3. Educators working 20 or more hours per week shall complete a minimum of 20 hours of professional development activities per year;
4. At least one third of the required professional development must address diverse learners.

RESOURCES

- *EEC Essentials 2.0:*
 - The [StrongStart Learning Management System](#) is a learning management system that houses mandatory and supplemental training for early education and care program staff and can record staff completion of professional development coursework. The EEC Essentials 2.0 training package is available in the course catalog for enrollment. Help materials are available on the homepage. In addition, help is available at StrongStartPDS@mass.gov.
 - Additional information, including applicable policies, FAQs, and resources in multiple languages, can be found on the [policy page](#).
- *Required Professional Development Activities:*
 - Funded Center-Based Program [Staff Records Checklist](#).

OBSOLETE

This policy replaces Compliance Requirements for Center-Based Funded Programs Policy that was previously released in September 2019.