Child Care Advocacy

Each person who takes the steps necessary to become a child care provider cares about the well-being of young children and their families. In turn, each provider already advocates for children on a personal level. This is just one part of Child Care Advocacy. In order to make a difference, it is important to continue advocating on a higher level such as attending a Child Advocacy night, speaking with officials who influence policy and becoming informed about legislation.

Advocacy can happen in many ways. In addition to being an early childcare provider, providers can also advocate in the following ways:

- Gain knowledge of law creation and budgets
- Read bills and committee reports
- Stay up-to-date with public policy
- Contact elected officials via phone, mail and email
- Meet with elected officials

An important part of advocacy is contacting your elected officials. Letters or emails should be no more than one page in length, clearly identify the purpose of your letter as well as identifying yourself as a child care provider and indicating how proposed legislation will impact you and the children in your care. More information on what to include and information on advocacy in general can be found by visiting Maryland Family Network’s Public Policy page at: http://www.marylandfamilynetwork.org/public-policy/advocacy-guide/. If you are interested in contacting your elected officials, a list can be found on page 18.

For more information on your elected officials, please visit the following website: https://maryland.maps.arcgis.com/apps/webappviewer/index.html?id=177afa87a67746a4ac5496b2d0897fb7.

The 2020 Evening for Children’s Advocacy in Annapolis is one way to advocate for child care by meeting with elected officials about the importance of quality early child care learning beginning at birth. Child Care Providers who are currently a part of the Maryland Child Care Credential can also receive a PAU for attending. See more information on page 18. To register for the 2020 Evening for Children’s Advocacy in Annapolis and receive a PAU for attending, please visit the following website: http://marylandfamilynetwork.nonprofitsoapbox.com/eveninginannapolis.
CCC Office Hours

Child Care Choices offers resource rooms in Frederick and Carroll. Both locations have a lending library filled with child related materials such as books, videos, magazines and catalogs. The following items are also available for your use at a reasonable cost: laminator, art waxer, die cutter, book binding machine and copier. Please call ahead to make sure the items you need are available for use.

Frederick County: 301-662-4549
226 S. Jefferson St. Frederick, MD 21701
Typical hours are Monday through Thursday 8:30am-4:30pm and Wednesdays extended hours from 8:30am-8:00pm.

Carroll County: 410-751-2917
255 Clifton Blvd. Ste. 319 Westminster, MD 21157 Child Care Choices in Carroll is open Monday through Thursday from 9:00am- 3:30pm. In addition, the Resource Center is open from 6:00pm-8:00pm on Mondays.

Save the Date

29th Annual Training Day for Child Care Professionals

The Training Day will be held on Saturday, April 18th.

More information to follow.

31st Annual Children’s Festival

The 31st Annual Children’s Festival will be held in Baker Park on April 25th! Look for information on our website in February. www.childcarechoices.info.

The Children’s Festival Committee is also looking for interested people to join the planning committee. The first meeting is January 2nd from 12-1pm at MHA, 226 S. Jefferson Street in the George L. Shields Community Services Wing.

Please contact Patty Morison pmorison@fcmha.org if interested.
### Resource Center Closings

The Offices and Resource Rooms in both Frederick and Carroll Counties will be closed on the following days:

- **January 1st, New Year’s Day**
- **January 15th, Staff Training Day**
- **January 20th, Martin Luther King, Jr. Day**
- **February 17th, Presidents’ Day**

### Resource Phone Numbers

#### General

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Care Choices in Frederick</td>
<td>301-662-4549</td>
</tr>
<tr>
<td>Child Care Choices Carroll</td>
<td>410-751-2917</td>
</tr>
<tr>
<td>MD Medical Assistance Program</td>
<td>800-456-8900</td>
</tr>
<tr>
<td>Project ACT</td>
<td>301-695-9505</td>
</tr>
<tr>
<td>2-1-1 Information and Referral</td>
<td>2-1-1</td>
</tr>
<tr>
<td>Poison Control</td>
<td>800-222-1222</td>
</tr>
</tbody>
</table>

#### Carroll County

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSDE Office of Child Care</td>
<td>410-549-6489</td>
</tr>
<tr>
<td>Child Protective Services</td>
<td>410-386-3434</td>
</tr>
<tr>
<td>Child Safety Seat Hotline</td>
<td>410-876-4448</td>
</tr>
<tr>
<td>Family Child Care Association</td>
<td>410-848-6686</td>
</tr>
<tr>
<td>Patti Jo Green, President</td>
<td>410-876-4898</td>
</tr>
<tr>
<td>Child Care Subsidy Program</td>
<td>866-243-8796</td>
</tr>
<tr>
<td>WIC</td>
<td>410-876-4437</td>
</tr>
</tbody>
</table>

#### Frederick County

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSDE Office of Child Care</td>
<td>301-696-9766</td>
</tr>
<tr>
<td>Child and Adult Care Food Program</td>
<td>301-600-6263</td>
</tr>
<tr>
<td>Child Protective Services</td>
<td>301-600-2464</td>
</tr>
<tr>
<td>Child Safety Seat Hotline</td>
<td>301-600-7328</td>
</tr>
<tr>
<td>Family Child Care Association</td>
<td>240-409-4687</td>
</tr>
<tr>
<td>Patti Jo Green, President</td>
<td>301-748-8798</td>
</tr>
<tr>
<td>Northern Frederick County Early Childhood Educators</td>
<td>301-748-8798</td>
</tr>
<tr>
<td>Heather Fitzgerald, President</td>
<td>301-748-8798</td>
</tr>
<tr>
<td>Child Care Subsidy Program</td>
<td>866-243-8796</td>
</tr>
<tr>
<td>Infants and Toddlers</td>
<td>301-600-1612</td>
</tr>
<tr>
<td>Child Find</td>
<td>301-644-5292</td>
</tr>
<tr>
<td>WIC</td>
<td>301-600-2507</td>
</tr>
</tbody>
</table>
LOCATE: Child Care Complaint Policy

Through the LOCATE service, parents share feedback with the LOCATE staff on the programs in the files: licensed child care centers, registered family child care providers and accredited preschools and camps. While this feedback is at times positive, it sometimes concerns complaints parents have about child caregivers. Of course, LOCATE and the Maryland Child Care Resource Network want to use this information in a way that is fair to providers and parents, while protecting children, as well.

Therefore, the LOCATE Complaint Policy was developed and has been in effect since its approval by the Maryland Committee for Children Board in November, 1983. According to this policy, all complaints made to LOCATE about child care providers/facilities are recorded. The type of complaint is then determined:

- **Less Serious Complaint - No Violation:** complaints which do not involve violations of child care regulations; complaints about situations which do not pose a threat to the safety, health or welfare of a child.
- **Less Serious Complaint Involving Violation:** complaints of any violation of Office of Child Care (OCC), Maryland State Department of Education (MSDE) regulations, and/or the Health Department which do not pose a threat to the health, safety or welfare of a child.
- **Serious Complaint:** any threat to the immediate health, safety, or welfare of a child.

When a parent calls LOCATE with a complaint, the referral specialist advises him/her to register the complaint directly with the appropriate regulatory agency and/or Protective Services. Names and telephone numbers of the person with whom the parent should speak are provided.

When a Serious Complaint is received concerning one of the providers of facilities in the LOCATE system, no referrals are made by the referral specialists to that provider/facility. The LOCATE Director also communicates with the appropriate regulatory agency personnel about the complaint, and maintains the "hold" on the provider/facility until the agency's disposition of the complaint is known. Should the investigation result in no action, the "hold" status is removed from that provider's/facility's records. Should the license or registration be revoked, the record is removed from the LOCATE files. Providers are advised of LOCATE's actions in writing.

A provider may appeal the LOCATE Director's decision to cease referrals. Appeals are first addressed to the LOCATE Advisory Committee. Final appeals may be made to the board of the Maryland Family Network. It is the position of LOCATE and MFN that the Complaint Policy is both fair and workable. Safeguards and due process are afforded to the care givers in the files, and parents' and children's rights to safety are addressed, as well. Any questions on this policy should be addressed to FloJean Speck, LOCATE: Child Care at Maryland Family Network, 410-659-7701 x259 or fspeck@marylandfamilynetwork.org.

Please Welcome **Joy Nichols-Fountain** to the Child Care Choices Team.

"It is wonderful to be a part of Child Care Choices Early Childhood Specialist Team! I am looking forward to helping and assisting the community with the many dynamic services we offer. I started my career in the early childhood field as a tutorial assistant for a local middle school where I attended college in Georgia. After that experience, I realized working with youth was in my future. I declared my major in Psychology and my minor in Education.

I returned to Maryland and began working in a child care center after college graduation as an infant teacher and was soon delegated to work with all ages in the center. After leaving the classroom I pursued a position as a Child Care Education Director and remained in this area of the field. While working as a director I volunteered with Head Start as their Parent Board Chairperson for several years and with other youth organizations in the Frederick County community. In my spare time I like to go salsa dancing, vacation at the beach and spend time with my 4 children!" ~Joy

Please Welcome **Samantha Carter** to the Child Care Choices Team.

"I am very excited to be the newest Early Childhood Specialist to join Child Care Choices. I attended Saint Francis University in Pennsylvania and graduated with a BA in Psychology along with a minor in Sociology and Education. I returned home after graduation and began working for the YMCA of Frederick County’s child care department. In the fall of 2016, I became a substitute director at the YMCA of Frederick County. While in that position, I gained experience working with a wide variety of children in the Before and After School Enrichment Program, Head Start, the Early Learning Center and Kids Unlimited, a camp for children with special needs. I have had a desire to work with children since a young age and have a special place in my heart for children with social, behavior and developmental needs. I am thrilled to be utilizing my degree and my experience at Child Care Choices to assist child care programs. I live in Frederick with my husband and our 2 year old Norwegian Elkhound dog. In my free time I enjoy spending time with my family. " ~Sami

"I am very excited to be the newest Early Childhood Specialist to join Child Care Choices. I attended Saint Francis University in Pennsylvania and graduated with a BA in Psychology along with a minor in Sociology and Education. I returned home after graduation and began working for the YMCA of Frederick County’s child care department. In the fall of 2016, I became a substitute director at the YMCA of Frederick County. While in that position, I gained experience working with a wide variety of children in the Before and After School Enrichment Program, Head Start, the Early Learning Center and Kids Unlimited, a camp for children with special needs. I have had a desire to work with children since a young age and have a special place in my heart for children with social, behavior and developmental needs. I am thrilled to be utilizing my degree and my experience at Child Care Choices to assist child care programs. I live in Frederick with my husband and our 2 year old Norwegian Elkhound dog. In my free time I enjoy spending time with my family. " ~Sami
Discounted Training Opportunities

Early Intervention Coaching in Child-Care Settings—Creating an Infants and Toddlers Dream Team

Presented by staff from Frederick County Infants and Toddlers Program

FCITP staff will provide an overview of the Infants and Toddlers Program and describe the process for how a child is determined eligible for services; describe the three targeted child outcome areas and how they influence our current practices; review what reflective coaching looks like with an emphasis on what it can look like in a child-care setting; and explore strategies for how we can work with you, together with families, to create an “early intervention dream team” providing meaningful, integrated, and collaborative services to children with special needs in your care.

Fee: $15.00
Clock Hours: 2 hours
Day: Wed., Apr. 15
Time: 7:00 PM-9:00 PM
Location: Child Care Choices Frederick

Trauma-Informed Mindfulness, Breath & Movement for the Early Childhood Classroom

Immerse yourself in different aspects of self-regulation which will help you and the children you work with manage the stress of transitions, conflicts, and emotional ups and downs. You will have a chance to observe, practice and partner-teach each skill so you will be ready to incorporate these practical skills into your everyday program. You will also learn how the specific self-regulation activity affects the physiology of the stress response and how to incorporate trauma-informed and permission-based language into your program to increase your effectiveness in working with trauma-affected children.

Fee: FREE
Clock Hours: 3 hours
Time: 8:30 AM-11:30 AM
Choose one: 1/25/20 at Sol Yoga
or
2/8/20 at Child Care Choices Frederick
(Snow Date: 2/22/20 at Sol Yoga)
## Discounted Training Opportunities

Remember the Waverley Elementary Trainings? They are coming to Thurmont Primary School as well.

The following Thurmont and Waverley classes are $20.00 each. If you sign up for all three classes, you will receive a $15.00 discount and receive all three for $45.00. Providers will also receive materials in each class that can be used in their programs!

Seating is limited so please sign up quickly to reserve your spot.

<table>
<thead>
<tr>
<th>Training Session</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Music &amp; Movement</strong></td>
<td>Tuesday, March 3, 2020</td>
<td>7:00—9:00 pm</td>
<td>Thurmont Primary School</td>
<td>7989 Rocky Ridge Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Thurmont, MD 21788</td>
<td></td>
</tr>
<tr>
<td><strong>Mind, Brain &amp; Education</strong></td>
<td>Tuesday, March 24, 2020</td>
<td>7:00—9:00 pm</td>
<td>Thurmont Primary School</td>
<td>7989 Rocky Ridge Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Thurmont, MD 21788</td>
<td></td>
</tr>
<tr>
<td><strong>Restorative Practices</strong></td>
<td>Wednesday, April 29, 2020</td>
<td>7:00—9:00 pm</td>
<td>Waverley Elementary School</td>
<td>201 Waverley Drive</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Frederick, MD 21702</td>
<td></td>
</tr>
</tbody>
</table>

Our Music & Movement session will be presented by two Frederick County Public School educators who focus on music education and physical education.

Children love music and appreciate any opportunities they have to get up and move around in the classroom. Giving children the opportunity to listen to music, play instruments, experiment with sound, and move their bodies is vital in early care environments.

A music and movement center can help children develop their gross and fine motor skills, improve their balance and coordination, hone their listening skills, and learn about cultures around the world.

Come learn about how you can incorporate more music and movement with children you serve. Also, learn how you can set up a music and movement learning center within your programs.

During the Mind, Brain & Education session you will learn about the importance of understanding the brain in order to best meet the needs of the children you serve.

Presenters will focus on how the brain is changed by experience, how it can be rewired with different experiences, strategies everyone working with children can use to be sure students’ brains are ready to learn, and strategies to allow for processing time.

Come to this session and learn how you can best meet the needs of your children!

During the Restorative Practices session, you will get to work with Waverley Elementary School’s School Counselor and Behavior Support Specialist who serve PK-5th grade students. These presenters will be focusing on how you can build a strong climate through restorative practices. Restorative circles are an element of restorative practices and these help our children with:

- Community building
- Conflict resolution within the classroom
- Instruction application
- An opportunity for an equal sharing of ideas
- Academic and behavioral goal setting

When we focus on building a strong climate through restorative practices then:

- Higher math achievement is seen in grades K-3
- Higher academic optimism of teachers is seen
- Lower body mass index for students is a factor

Come join in the learning of restorative practices and understand how YOU can provide the foundation of restorative practices for your children moving into the public-school system.

$20 each or 3 for $45
Training Calendar

Workshop Registration Policies

- Pre-registration and pre-payment are required for all trainings. Returned check fee is $20.
- Registration fees are non-refundable unless a class is cancelled by Child Care Choices. You must notify us one business day in advance in order to substitute another person, transfer to another workshop or receive credit towards future workshops. After hours leave a message on extension 170.
- Certificates will be mailed at the conclusion of each workshop. This will enable instructors to focus on the class objectives. All of our classes include an assessment component to allow participants to earn Core of Knowledge hours. Mailing certificates ensures that the attendee has met the class objectives and gained the knowledge necessary to receive a Core of Knowledge certificate. CCC will offer further assistance to participants who do not meet or exceed the outlined objectives. CCC will mail certificates within five business days (Monday-Thursday).
- A class may be cancelled if it does not have eight or more participants registered one week prior to the starting date.
- For inclement weather cancellation information or to leave a training related voice mail after hours, please call Child Care Choices at 301-662-4549 when the automated system answers, dial 170.
- You must be present for an entire workshop to receive a certificate for the credit hours. Participants arriving late will not be admitted, nor will they receive a certificate, credit, or refund.
- You will not receive credit hours if you have already taken a Child Care Choices training session of the same title or content with the same instructor.
- Workshops are designed for adults—do not bring children. Please note if you arrive with children, you will be asked to leave without a refund or credit.
- Professional conduct and participation are expected from all training participants.

Call 301-662-4549 or 410-751-2917
Monday through Thursday 8:30am-4:30pm

Online at www.childcarechoices.info

Mail or fax the enclosed registration form to:
Child Care Choices, 226 S. Jefferson Street, Frederick, MD 21701 or fax to 301-695-4826

Three Ways to Register!

Online registration is now available!
Go to www.childcarechoices.info and register today.

Vertical Learning: Creative Uses of Classroom Walls
Cultivating Creative Problem Solvers
Pyramid Model for Preschool Classrooms
Jumping Into Science
Treat Yourself
Literacy Activities from the Mobile Literacy Lab
Redesign Your Circle Time
and many more…

Child Care Choices training workshops provide MSDE Office of Child Care approved training credits for early education providers. Workshops are also open to parents, teachers, and others who share an interest in children’s growth and development. MSDE Office of Child Care Approval Number CKO-156225, expires 01/01/2022.
How to Develop Critical Thinking Skills in Children

In this workshop, participants will learn about early brain development and why the most important time to develop critical thinking skills is in preschool. Participants will learn what early childhood educators and care providers need to do to help students flourish academically. **1.5 hours Child Development and 1.5 hours Curriculum**

Fee: $30.00  
Clock Hours: 3 hours  
Day/Time: Thurs., Feb. 27, 6:30 PM-9:30 PM  
Location: Child Care Choices in Carroll  
Audience/Level: All, All  
Instructor: Aurora Sanchez

Pyramid Model for Preschool Classrooms – Module 1: Building Nurturing & Responsive Relationships and Creating Supportive Environments

Join us as we delve into evidence-based approaches, activities, strategies and best practices related to healthy social and emotional development for young children. Module 1 focuses on the intricacies and intentionality of nurturing and facilitating responsive relationships, high quality supportive environments for children, and the critical role of teaching personnel. **Must attend both sessions to receive certificate.**

Fee: $50.00  
Clock Hours: 6 hours  
Day/Time: Wed., Mar. 4 & 11, 6:30 PM-9:30 PM  
Location: Child Care Choices in Frederick  
Audience/Level: All, All  
Instructor: Margie Powell

Cultivating Creative Problem Solvers

Teachers lose valuable instruction time to time spent mediating conflicts between students. In this training participants will learn how to teach their young students to manage their emotions and resolve conflicts collaboratively with their peers. Participants will also practice appropriate responses to resolving conflict.

Fee: $30.00  
Clock Hours: 3 hours  
Day/Time: Tues., Jan. 28, 6:30 PM-9:30 PM  
Location: Child Care Choices in Frederick  
Audience/Level: All, All  
Instructor: Bunny Edgerton

The Benefits of Play

We know that children learn through play. In this workshop, participants will enhance their knowledge of the purpose of play by looking at the latest research. If you want to learn more or rediscover the purpose behind the learning activities we plan for the children, come and join us.

Fee: $20.00  
Clock Hours: 2 hours  
Day/Time: Wed., Feb. 5, 7:00 PM-9:00 PM  
Location: Child Care Choices in Frederick  
Audience/Level: All, All  
Instructor: Bunny Edgerton

"Great activities—Great handouts with examples for things to do and use in our classrooms." ~From a Provider who attended the “How to Develop Critical Thinking Skills in Children” Workshop
Nurturing Brain Development
In this workshop we will look at the science of infant brain development and focus on caring techniques that promote brain development, social emotional development and communication.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Thurs., Apr. 9, 6:30 PM-9:30 PM
Location: Child Care Choices in Frederick
Audience/Level: All, All
Instructor: Michele Stottlemyer

Recognizing and Responding to Challenging Behaviors
This workshop reviews the importance of recognizing challenging behaviors. Participants will learn what challenging behaviors look like, how to identify them, and what they can do to help. Participants will also learn how to create written observations of behaviors to identify patterns and implement strategies to prevent challenging behaviors from occurring.

Fee: $20.00  Clock Hours: 2 hours
Day/Time: Tues., Apr. 21, 6:30 PM-8:30 PM
Location: Child Care Choices in Carroll
Audience/Level: All, All
Instructor: Fawn Turner

Pyramid Model for Preschool Classrooms – Module 2: Targeted Social Emotional Supports
Join us as we delve further into evidence-based approaches, activities, strategies and best practices related to healthy social (S) and emotional (E) development for young children. Module 2 builds upon Module 1 and focuses on preventative measures to alleviate challenging behavior, tools and skills for teaching SE literacy and intelligence skills, friendship skills, anger and impulse control, and problem solving. (**Prerequisite: Module 1**).

Must attend both sessions to receive certificate.

Fee: $50.00  Clock Hours: 6 hours
Day/Time: Wed., Mar. 25 & Apr. 1, 6:30 PM-9:30 PM
Location: Child Care Choices in Frederick
Audience/Level: All, All
Instructor: Margie Powell

Behavior Guidance for Infants and Toddlers
This training will outline the developmentally appropriate, yet sometimes challenging, behaviors of children, birth through age 3. Providers will complete the training with new strategies to implement with children in their programs. Participants will begin to develop the knowledge and strategies necessary to properly redirect children’s negative or challenging behaviors into positive and appropriate behaviors.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Thurs., Mar. 26, 6:30 PM-9:30 PM
Location: Child Care Choices in Frederick
Audience/Level: All, All
Instructor: Michele Stottlemyer

2020 Frederick County Car Seat Check-up Events
*By Appointment Only*

83% of Maryland car seats are installed incorrectly. Could yours be one of them?

April 17 and May 15
10 am—1 pm

Mental Health Association
226 S Jefferson St
Frederick, MD 21701

*Clients with appointments will be seen first*

Make an appointment:
Text 240-877-4087
Call 301-600-3326
Email SafeKids@FrederickCountyMD.gov
Creating Culturally Rich Environments with Loose Parts

Young children are naturally curious about the people and places in their world, beginning with their family and local community. Creating an environment filled with loose parts that encourages exploration of their local culture and its people is an important component of early education.

Fee: $30.00   Clock Hours: 3 hours
Day/Time: Wed., Apr. 15, 6:30 PM-9:30 PM
Location: Child Care Choices Carroll
Audience/Level: All, All
Instructor: Nicole Monroe

Encouraging Imaginative Play

This training is designed to help participants understand the importance of imaginative play in children’s development and how providing recycled and open-ended materials opens the doors of imagination and promotes executive function and higher level thinking skills in young children. Through small and large group activities and discussions participants will identify relevant, responsive, and reflective strategies to spark creativity in the young child’s environment.

Fee: $30.00   Clock Hours: 3 hours
Day/Time: Wed., Jan. 15, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Bunny Edgerton

Jumping Into Science

Many of the habits of scientific thinking are inherently part of children’s play. Participants will explore the importance of developing scientific thinking skills in young children and how they can support those skills with simple materials. Participants will experience using the science materials and will create materials to utilize in their own program.

Fee: $20.00   Clock Hours: 2 hours
Day/Time: Thurs., Jan. 23, 6:30 PM-8:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Sarah Martin

Engaging Indoor Activities for Inclement Weather

How do you keep children learning and engaged when the weather is bad? This training will review the teachable moments that exist when children cannot go outside; and you will learn how to choose and plan for a variety of indoor classroom activities. Try out some fun large and small group activities!

Fee: $30.00   Clock Hours: 3 hours
Day/Time: Tues., Feb. 4, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Kathy Bish

“The kids will love new things to do and look forward to new exciting games and stories to listen and do.” ~From a Provider who attended the “Engaging Indoor Activities for Inclement Weather” Workshop
Exploring Social Studies Concepts with Children’s Books

Young children are naturally curious about the people and places in their world, this desire to learn about their world is what social studies is all about. Creating a learning environment that encourages exploration of our world and its peoples is an important component of early education. Children’s literature that focuses on the various concepts of social studies is an ideal catalyst to help children learn about the world and its peoples.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Wed., Mar. 18, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Kathy Bish

Planning the Day for Infants and Toddlers

An infant and toddler’s day is full of routines and experiences. In this session, we will discuss how to implement these routines and experiences appropriately. Participants will also have an opportunity to explore and analyze daily schedules and lesson plan formats and find resources to assist them in planning developmentally appropriate activities.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Thurs., Apr. 2, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Michele Stottlemyer

Developmentally Appropriate Practice: Recognizing the Essentials

This training teaches the 5 essentials of Developmentally Appropriate Practice (DAP) so that providers can use knowledge about child development to create a program that is suitable for the age and stage of development of their children in their group. The 5 essentials of DAP are: age appropriateness, individual appropriateness, child-guided and teacher guided experiences, cultural and social responsiveness, and play.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Tues., Apr. 7, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Emily Tex

Curriculum

Register Early!
Classes with low enrollment will be cancelled so don’t delay!

More than Twinkle Twinkle: Using Music with Infants and Toddlers

Music and movement is a fun way to help infants and toddlers increase vocabulary, and build muscle tone and social connections. This workshop explores the many ways in which music and movement for infants and toddlers can be incorporated into classroom as well as individualizing music and movement to meet the needs of individual children in your program.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Thurs., Mar. 5, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Michele Stottlemyer

Chatting with Children: Interactions That Go Places

Chatting with children is a very basic way to share information as children go about their play. While sitting and talking about what is going on both teacher and child can learn. A teacher can make observations that lead to lesson planning; and the child can gain new vocabulary, synthesize information, and talk about their project which gives them new insight and leads to knowledge building.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Mon., Mar. 9, 6:30 PM-9:30 PM
Location: Child Care Choices Carroll
Audience/Level: All, All
Instructor: Nicole Monroe

Literacy Activities from the Mobile Literacy Lab

This “make and take” session will provide participants with ideas and activities to extend learning through the use of children’s literature and discover how to identify quality resources.

Fee: $30.00 Clock Hours: 3 hours
Day/Time: Thurs., Mar. 12, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Michele Stottlemyer
Medication Administration
This MSDE OCC approved workshop teaches child care providers to safely administer medications, properly store them and accurately complete record keeping. Please bring a bag lunch. 4 hours Health, Safety & Nutrition and 2 hours Professionalism.

Fee: $60.00  Clock Hours: 6 hours
Day/Time: Sat., Feb. 22, 9:00 AM-4:00 PM
Location: Child Care Choices in Frederick
Audience/Level: All, All
Instructor: HealthLink

Participants in the 6-hour Medication Administration workshop must pass a five question math and five question reading test that will be given at the beginning of the workshop.

Participants must also pass a 20 question test at the end of the workshop to receive their certificate.

Please contact the office if you have any additional questions.

Medication Administration
See previous description.

Fee: $60.00  Clock Hours: 6 hours
Day/Time: Sat., Mar. 14, 9:00 AM-4:00 PM
Location: Child Care Choices in Carroll
Audience/Level: All, All
Instructor: HealthLink

Basic Health and Safety
This workshop provides an overview of basic health and safety topics including the prevention and control of infectious diseases, SIDS, shaken baby syndrome and head trauma, food allergies, vehicle and transportation safety, child abuse, building safety and others. This workshop will satisfy the COMAR required training per federal CCDBG/CCDF guidelines as indicated by MSDE.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Wed., Mar. 18, 6:30 PM-9:30 PM
Location: Child Care Choices in Carroll
Audience/Level: All, All
Instructor: Nicole Pierre

SIDS, SUID and Other Sleep-Related Infant Deaths (Webinar)
As infant and toddler caregivers, it is important to understand SIDS and sleep-related deaths, including the many strategies which can be implemented to reduce the risk of sleep-related death. Participants will review what is SIDS and sleep-related death, review recent research and statistics, gain greater understanding of the role child care plays in keeping infants safe, and the recommendations and strategies for keeping children safe. An email account and computer access with speakers are required.

Fee: $20.00  Clock Hours: 2 hours
Day/Time: Mon., Mar. 23, 6:30 PM-8:30 PM
Location: WEBINAR
Audience/Level: All, All
Instructor: Terry Falkenberg

SIDS, SUID and Other Sleep-Related Infant Deaths
See previous description.

Fee: $20.00  Clock Hours: 2 hours
Day/Time: Mon., Apr. 13, 7:00 PM-9:00 PM
Location: Child Care Choices Carroll
Audience/Level: All, All
Instructor: Aurora Sanchez

Basic Health and Safety
See previous description.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Tues., Apr. 14, 6:30 PM-9:30 PM
Location: Child Care Choices in Frederick
Audience/Level: All, All
Instructor: Nicole Pierre

Volunteer Hours/ PAUs Available
Child Care Choices offers volunteer hours for Professional Activity Units to help with your Maryland Child Care Credential.

For more information or to set up a volunteer time, please call.

Frederick: 301-662-4549
Carroll: 410-751-2917
Professionalism

**NEW!**  Treat Yourself

This training addresses the importance of self-care for teachers and administrators. Through self-reflective, hands-on activities and experiences, teachers will explore and increase their familiarity with best practices in self-care, including breathing techniques, using mantras, getting enough rest, and feeling gratitude. Providers will create a plan to increase the use of self-care strategies in their program. **1 hour Professionalism and 1 hour Special Needs**

**Fee:** $20.00  **Clock Hours:** 2 hours
**Day/Time:** Thurs., Feb. 20, 6:30 PM-8:30 PM
**Location:** Child Care Choices Frederick
**Audience/Level:** All, All
**Instructor:** Sarah Martin

**NEW!**  It's Conference Time

In this workshop participants will dive into the benefits and the planning steps to implement successful family/teacher conferences. It is important to establish a consistent line of communication with families. Conferences provide programs the opportunity to build a rapport with families, share important information about their child’s development as well a time for teachers to learn from families.

**Fee:** $20.00  **Clock Hours:** 2 hours
**Day/Time:** Tues., Feb. 25, 7:00 PM-9:00 PM
**Location:** Child Care Choices in Carroll
**Audience/Level:** All, All
**Instructor:** Nicole Monroe

**NEW!**  Making Contracts and Policies Work for Your Family Child Care

Educators learn the importance of putting everything in writing so it is clear what is expected of the child care provider and what is expected of the parent. This helps child care providers understand the business side of child care and why it is important to create policies.

**Fee:** $30.00  **Clock Hours:** 3 hours
**Day/Time:** Tues., Mar. 10, 6:30 PM-9:30 PM
**Location:** Child Care Choices Frederick
**Audience/Level:** All, All
**Instructor:** Emily Tex

**NEW!**  Beyond Management: How to Be An Effective Leader

In this workshop, participants will recognize differences between leadership and management and identify specific characteristics of people whom they consider to be effective leaders.

**Fee:** $30.00  **Clock Hours:** 3 hours
**Day/Time:** Thurs., Mar. 19, 6:30 PM-9:30 PM
**Location:** Child Care Choices Frederick
**Audience/Level:** All, All
**Instructor:** Michele Stottlemyer

---

**Partnerships for Emotionally Resilient Kids (PERKS)**

PERKS is a service designed to help children remain in stable, quality early childhood programs. It is a voluntary, on-site support service for early childhood programs that helps programs integrate best practices for the social emotional development of children into their routines.

**Contact PERKS if you are struggling with children in your program who have some challenging behaviors.**

Frederick County: 301-662-4549
Carroll County: 410-751-2917
Using Art to Heal Trauma
Giving children opportunities to express themselves through creative art activities enables them to process experiences that trouble them. Explore the impact of trauma on the developing brain and explore the benefits to children of open art centers and free expressive art.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Tues., Jan. 14, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Emily Tex

Inclement Weather Policy
For inclement weather cancellation information, call Child Care Choices at 301-662-4549.
If voice mail answers, dial extension 170.

Including All Children and the Americans with Disabilities Act (ADA)
Workshop will cover information, strategies and resources on how to develop and implement an early childhood environment that is inclusive to all children and their families. The fundamental principles of the Americans with Disabilities Act will be covered using best practices standards to create policies and procedures that reflect the ADA and strategies for inclusion. This will meet the licensing requirement for the Including All Children and the ADA Training.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Tues., Mar. 3, 6:30 PM-9:30 PM
Location: Child Care Choices Frederick
Audience/Level: All, All
Instructor: Nicole Pierre

Redesign Your Circle Time
Through engaging discussions, hands-on activities, and thoughtful self-reflection, participants will explore developmentally appropriate best practices regarding Circle Time. How can you shift your focus to social/emotional development? Do children have to sit criss-cross applesauce in order to learn? Do you have to do weather and calendar during Circle Time? Find out these answers and more! 1 hour Special Needs and 2 hours Curriculum

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Thurs., Jan. 30, 6:30 PM-9:30 PM
Location: Child Care Choices Carroll
Audience/Level: All, All
Instructor: Aurora Sanchez

Including All Children and the Americans with Disabilities Act (ADA)
See previous description.

Fee: $30.00  Clock Hours: 3 hours
Day/Time: Wed., Apr. 1, 6:30 PM-9:30 PM
Location: Child Care Choices Carroll
Audience/Level: All, All
Instructor: Nicole Pierre

All Children Are Gifted
Understanding the special needs of children prepares child development professionals to create environments and programs for the children in their care.

Fee: $20.00  Clock Hours: 2 hours
Day/Time: Tues., Feb. 18, 7:00 PM-9:00 PM
Location: Child Care Choices in Carroll
Audience/Level: All, All
Instructor: Aurora Sanchez

Supporting Breastfeeding in Child Care

*Available in class or as a webinar*

This training meets the Pre Service requirements for child care providers caring for children under the age of two.

You will receive a certificate for .5 hour of continued training for only $5.00.

Webinar:
Wed., Feb. 26, 6:30-7:00pm
Email and computer access with speakers are required.

Carroll County:
Mon., Apr. 13, 6:30-7:00pm
First Aid/CPR

National Safety Council Basic
First Aid - 2 Year Card
This course is appropriate for all child care providers who need to learn or review basic first aid. Three-year course completion cards are included and satisfy all child care requirements.

Fee: $50.00
Day/Time: Sat., Apr. 4, 9:00 AM-12:00 PM
Location: Child Care Choices in Carroll
Instructor: Sharan Koza

National Safety Council Infant/Child/Adult CPR
The National Safety Council CPR Program includes Adult, Infant, Child CPR, and choking procedures. This course satisfies all state requirements.

Fee: $50.00
Day/Time: Sat., Apr. 4, 12:30 PM-3:30 PM
Location: Child Care Choices in Carroll
Instructor: Sharan Koza

Maryland EXCELS

Are you ready to learn about Maryland’s Quality Rating and Improvement System? Child Care Choices and MSDE Quality Assurance Specialists are here to help! For more information contact:

Stephanie Portillo, Child Care Choices
301-662-4549 x165 or sportillo@fcmha.org

Petrea Hicks, Frederick County:
301-696-9766 x303 or petrea.fletcher@maryland.gov

Sharon Vance, Carroll County:
410-549-6498 or sharon.vance@maryland.gov

Attend a FREE Maryland EXCELS Training Session or Support Group.

Frederick County
Frederick Office of Child Care
5303 Spectrum Drive Suite G, Frederick

Maryland EXCELS Support Group
6:30 pm – 8:30 pm
January 6
January 20

Maryland EXCELS Training
6:30 pm – 8:30 pm

February 10: The Value of Positive Guidance

Carroll County
Child Care Choices Carroll
255 Clifton Blvd., Suite 319, Westminster

Maryland EXCELS Support Group
6:00 pm – 8:00 pm

January 13
February 10
March 16
April 20

Need some help with your youngest children?
Call our Infant and Toddler Specialists!
They can help you make the most of your environment and give you resources for developmentally appropriate activities!

Call Today:
Frederick: 301-662-4549 / Carroll: 410-751-2917
<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Time</th>
<th>Location</th>
<th>Pg#</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues., Jan. 14</td>
<td>Using Art to Heal Trauma</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>14</td>
</tr>
<tr>
<td>Wed., Jan. 15</td>
<td>Encouraging Imaginative Play</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>10</td>
</tr>
<tr>
<td>Wed., Jan. 22</td>
<td>Vertical Learning: Creative Uses of Classroom Walls</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>8</td>
</tr>
<tr>
<td>Thurs., Jan. 23</td>
<td>Jumping into Science</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>10</td>
</tr>
<tr>
<td>Tues., Jan. 28</td>
<td>Cultivating Creative Problem Solvers</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>8</td>
</tr>
<tr>
<td>Thurs., Jan. 30</td>
<td>Redesign Your Circle Time</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>14</td>
</tr>
<tr>
<td>Sat., Feb. 1</td>
<td>National Safety Council Basic First Aid</td>
<td>9:00 AM</td>
<td>CCC FR</td>
<td>15</td>
</tr>
<tr>
<td>Sat., Feb. 1</td>
<td>National Safety Council Infant/Child/Adult CPR</td>
<td>12:30 PM</td>
<td>CCC FR</td>
<td>15</td>
</tr>
<tr>
<td>Tues., Feb. 4</td>
<td>Engaging Indoor Activities for Inclement Weather</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>10</td>
</tr>
<tr>
<td>Wed., Feb. 5</td>
<td>The Benefits of Play</td>
<td>7:00 PM</td>
<td>CCC FR</td>
<td>8</td>
</tr>
<tr>
<td>Tues., Feb. 18</td>
<td>All Children Are Gifted</td>
<td>7:00 PM</td>
<td>CCC CA</td>
<td>14</td>
</tr>
<tr>
<td>Thurs., Feb. 20</td>
<td>Treat Yourself</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>13</td>
</tr>
<tr>
<td>Sat., Feb. 22</td>
<td>Medication Administration</td>
<td>9:00 AM</td>
<td>CCC FR</td>
<td>12</td>
</tr>
<tr>
<td>Tues., Feb. 25</td>
<td>It’s Conference Time</td>
<td>7:00 PM</td>
<td>CCC CA</td>
<td>13</td>
</tr>
<tr>
<td>Wed., Feb. 26</td>
<td>Supporting Breastfeeding in Child Care</td>
<td>6:30 PM</td>
<td>Webinar</td>
<td>14</td>
</tr>
<tr>
<td>Thurs., Feb. 27</td>
<td>How to Develop Critical Thinking Skills in Children</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>8</td>
</tr>
<tr>
<td>Tues., Mar. 3</td>
<td>Music &amp; Movement</td>
<td>7:00 PM</td>
<td>TPS</td>
<td>6</td>
</tr>
<tr>
<td>Tues., Mar. 3</td>
<td>Including All Children and the Americans with Disabilities Act (ADA)</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>14</td>
</tr>
<tr>
<td>Wed., Mar. 4 &amp;</td>
<td>Pyramid Model for Preschool Classrooms – Module 1</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>8</td>
</tr>
<tr>
<td>Wed., Mar. 11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thurs., Mar. 5</td>
<td>More than Twinkle Twinkle: Using Music with Infants and</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>11</td>
</tr>
<tr>
<td>Mon., Mar. 9</td>
<td>Chatting with Children: Interactions That Go Places</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>11</td>
</tr>
<tr>
<td>Tues., Mar. 10</td>
<td>Making Contracts and Policies Work for Your Family Child Care</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>13</td>
</tr>
<tr>
<td>Thurs., Mar. 12</td>
<td>Literacy Activities from the Mobile Literacy Lab</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>11</td>
</tr>
<tr>
<td>Sat., Mar. 14</td>
<td>Medication Administration</td>
<td>9:00 AM</td>
<td>CCC CA</td>
<td>12</td>
</tr>
<tr>
<td>Wed., Mar. 18</td>
<td>Basic Health and Safety</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>12</td>
</tr>
<tr>
<td>Thurs., Mar. 19</td>
<td>Beyond Management: How to Be An Effective Leader</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>13</td>
</tr>
<tr>
<td>Mon., Mar. 23</td>
<td>SIDS, SUID and Other Sleep-Related Infant Deaths</td>
<td>6:30 PM</td>
<td>Webinar</td>
<td>12</td>
</tr>
<tr>
<td>Date</td>
<td>Title</td>
<td>Time</td>
<td>Location</td>
<td>Pg#</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------------------------------------------------------------</td>
<td>--------</td>
<td>----------</td>
<td>-----</td>
</tr>
<tr>
<td>Tues., Mar. 24</td>
<td>Toddler Patterns of Learning: Play Schemas</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>8</td>
</tr>
<tr>
<td>Tues., Mar. 24</td>
<td>Mind, Brain &amp; Education</td>
<td>7:00 PM</td>
<td>TPS</td>
<td>6</td>
</tr>
<tr>
<td>Thurs., Mar. 26</td>
<td>Behavior Guidance for Infants and Toddlers</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>9</td>
</tr>
<tr>
<td>Mon., Mar. 30</td>
<td>Introduction to NAFCC Accreditation</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>13</td>
</tr>
<tr>
<td>Wed., Apr. 1</td>
<td>Including All Children and the Americans with Disabilities Act (ADA)</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>14</td>
</tr>
<tr>
<td>Thurs., Apr. 2</td>
<td>Planning the Day for Infants and Toddlers</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>11</td>
</tr>
<tr>
<td>Sat., Apr. 4</td>
<td>National Safety Council Basic First Aid</td>
<td>9:00 AM</td>
<td>CCC CA</td>
<td>15</td>
</tr>
<tr>
<td>Sat., Apr. 4</td>
<td>National Safety Council Infant/Child/Adult CPR</td>
<td>12:30 PM</td>
<td>CCC CA</td>
<td>15</td>
</tr>
<tr>
<td>Tues., Apr. 7</td>
<td>Developmentally Appropriate Practice: Recognizing the Essentials</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>11</td>
</tr>
<tr>
<td>Thurs., Apr. 9</td>
<td>Nurturing Brain Development</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>9</td>
</tr>
<tr>
<td>Mon., Apr. 13</td>
<td>Supporting Breastfeeding in Child Care</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>14</td>
</tr>
<tr>
<td>Mon., Apr. 13</td>
<td>SIDS, SUID and Other Sleep-Related Infant Deaths</td>
<td>7:00 PM</td>
<td>CCC CA</td>
<td>12</td>
</tr>
<tr>
<td>Tues., Apr. 14</td>
<td>Basic Health and Safety</td>
<td>6:30 PM</td>
<td>CCC FR</td>
<td>12</td>
</tr>
<tr>
<td>Wed., Apr. 15</td>
<td>Creating Culturally Rich Environments with Loose Parts</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>10</td>
</tr>
<tr>
<td>Wed., Apr. 15</td>
<td>Early Intervention Coaching in Child-Care Settings—Creating an Infants and Toddlers Dream Team</td>
<td>7:00 PM</td>
<td>CCC FR</td>
<td>5</td>
</tr>
<tr>
<td>Tues., Apr. 21</td>
<td>Recognizing and Responding to Challenging Behaviors</td>
<td>6:30 PM</td>
<td>CCC CA</td>
<td>9</td>
</tr>
<tr>
<td>Wed., Apr. 29</td>
<td>Restorative Practices</td>
<td>7:00 PM</td>
<td>WAVE</td>
<td>6</td>
</tr>
</tbody>
</table>

**LOCATION KEY:**

- **CCC CA** – Child Care Choices in Carroll  
  255 Clifton Blvd., Suite 319, Westminster
- **CCC FR** – Child Care Choices in Frederick  
  226 South Jefferson St., Frederick  
  Please enter through the George L. Shields Community Services Wing
- **Webinar** – Computer with microphone and speakers as well as email access required.
- **TPS** – Thurmont Primary School  
  7989 Rocky Ridge Road, Thurmont
- **WAVE** – Waverley Elementary School  
  201 Waverly Drive, Frederick
Who Are Your Elected Officials?

Governor - Lawrence J. Hogan Jr.
Lt Governor - Boyd Rutherford
Attorney General - Brian E. Frosh
Comptroller - Peter Franchot
US Senators: Benjamin L. Cardin
Christopher Van Hollen Jr.

Carroll County
US Representative: 8TH District
Jamin B. (Jamie) Raskin
State Senator: District 5
Justin D. Ready
State Delegates: District 5
Susan W. Krebs
April R. Rose
Haven N. Shoemaker Jr.

Frederick County
US Representative: 6TH District
David Trone
State Senator: District 3A
Ronald N. Young
State Delegates: District 3A
Carol L. Krimm
Karen Lewis Young

Save the Date
An Evening for Children’s Advocacy

Make your voice heard in Annapolis at this annual event for early childhood educators.

Monday, January 27, 2020
4:00 p.m.—9:00 p.m.

More information and registration details available in December by visiting marylandfamilynetwork.org

Online Trainings for Maryland Providers

Child Care Choices is proud to offer online options for providers. We provide affordable and effective courses in a variety of engaging topics. All classes meet requirements for Core of Knowledge training through the MSDE.

We have bundle packages and a large number of individual core of knowledge courses available.

Sign up at www.childcarechoices.info and go to our Professional Development page. Please call us if you have any questions!
## Participant’s Name:

(Please Print)

### I am a:

- [ ] Center/ Preschool Director  
- [ ] Center/ Preschool Staff  
- [ ] Family Child Care Provider  
- [ ] Potential Family Provider  
- [ ] Other

### Home Address

_________________________________________________________

City __________________________ State __________________________ Zip Code __________________________ County __________________________

### Work/ Program Address

(If different from above)

_________________________________________________________

### Home/ Evening Phone

_________ ____________ ____________

### Work/ Daytime Phone

_________________________________________________________

### Alternate/ Cell Phone

_________ ____________ ____________

### Email Address

_________________________________________________________

## CCC’s Registration Policies are outlined on page 7. By signing below, you are acknowledging that you have read and agree to abide by all of our registration policies.

__________________________________________

Signature

__________________________________________

Date

### Workshop Policies

<table>
<thead>
<tr>
<th>Workshop Title</th>
<th>Date(s)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

## Workshop Registration Procedures

Complete the enclosed registration form and return with a check, money order, or credit card information to:

Child Care Choices  
226 South Jefferson Street  
Frederick, MD 21701

Make checks payable to Child Care Choices/MHA. Returned check fee is $20; fees must then be repaid with cash, money order, or credit card. With a credit card you can register by phone at: 301-662-4549 or 410-751-2917; by fax 301-695-4826; or online at www.childcarechoices.info.

### Payment Information

**Payment By:**  
- [ ] Check/Money Order (enclosed): __________  
  *(Make checks payable to Child Care Choices/MHA)*
- [ ] Credit Card (Visa or Master Card ONLY)  
  ________ - ________ - ________ - ________ Exp. Date: ________/_______
  
  Card Identification Number ________  
  *(Last 3 digits on back of card)*

**Payer Name**

__________________________________________

**Billing Address (if different from above)**

__________________________________________

**Signature**

__________________________________________

*(Credit Card statements will indicate Frederick County Mental Health as the merchant.)*
The Child Care Primer is a publication of Child Care Choices, a program of the Mental Health Association of Frederick County. Child Care Choices is a member of the Maryland Child Care Resource Network with funding from the Maryland State Department of Education through Maryland Family Network.