



Aide I Qualifications

Staff Qualifications

This form can be completed whenever a person is hired to work for the Certified Child Care Center.

DIRECTIONS

1. Check the qualifications that apply to the employee.
2. Attach employee's resume.
3. Write notes on the resume confirming that the information is correct. (i.e. Confirmed on 5/25/17 by calling previous supervisor.)
4. Once qualifications are confirmed, save the form in the employee file.
5. The licensing specialist will review the form during your next visit.

Person completing the form:

Employee Name:

Position:

Position Start Date:

CBR Number:

AIDE I (414-300-0110)

Check the qualification option that applies

Category	Requirements
Age	<input checked="" type="checkbox"/> At least 15 years of age
Training	<p>Completion of Aide I training as referenced in 414-300-0110(1)(c-f)</p> <ul style="list-style-type: none"> • Have current certification in first aid/CPR within 90 days of employment. Training must have practical hands-on instruction; therefore, online training is not acceptable. • Have completed minimum of 2 hours of training on recognizing and reporting child abuse and neglect that is specific to Oregon Law within 30 days of employment. • Have completed OCC approved health and safety training within 30 days of employment. • If caring for infants, they must have completed the OCC approved safe sleep training within 30 days of employment.
Experience	Be directly supervised, i.e. within sight and sound of a staff person who meets at least the qualifications of a teacher.

Source:

Oregon Administrative Rules, Oregon Department of Education, Early Learning Division, Chapter 414, Divisions 300 [Certified Child Care Centers](#).

You are entitled to language assistance services and other accommodations at no cost. If you need help in your language or other accommodations, please contact the Office of Child Care at 1-800-556-6616.