December 1, 2015

Dear Early Care and Education Professional,

Thank you for your participation on the Oklahoma Professional Development Registry’s (OPDR) Professional Development Ladder (PDL) and/or the Oklahoma Director’s Credential (ODC). The child care requirements for centers, day camps, drop-in programs, out-of-school time, part-day and programs for sick children have been revised and combined into Licensing Requirements for Child Care Programs. The changes in the requirements impact professional development including requirements for the PDL and ODC. These changes will take effect January 1, 2016. These changes will affect you, so please take time to review the revisions below.

What are the changes to the PDL in 2016?

- Level 1 will require 12 hours instead of 20 to meet both initial and renewal hours.
- Levels 2, 3, 4, and 5 have additional options to meet criteria.
- On Levels 6, 7, and 8 credit hours will change from 12 to 15 aligning with the Certificate of Mastery.
- School-age professional development/training will count toward meeting PDL criteria.
- Professional development/training will be designated “formal” and “informal” rather than Tier I, II or III. Please see the information at the end of this letter for the definitions of formal and informal.
- Only 6 hours of informal training will count toward renewal hours for the PDL.

What are the changes to the ODC in 2016?

- A Platinum level has been added.
- The ODC will go to annual renewal with a minimum of:
  - 20 hours of job-related renewal training hours for the Bronze credential and
  - 30 hours of job-related renewal training hours for Silver, Gold, and Platinum credentials.
- Criteria for education, knowledge and skills, and experience have been revised and options have been added to meet some criteria. For specific information, see the enclosed document outlining ODC level requirements.
- School-age professional development/training will count toward meeting ODC criteria.
• Professional development/training will be designated “formal” and “informal” rather than Tier I, II or III. Please see the information at the end of this letter for the definitions of formal and informal.
• Only 6 hours of informal training will count toward annual renewal hours for the ODC.

What is formal professional development?

• Formal professional development is: two or more clock hours from an OPDR approved training organization and OPDR approved college credit hours.
• To find formal training, look for the CECPD Formal Approved logo when you are searching the statewide training calendar at www.okregistry.org.

What is informal professional development?

• Informal professional development is: less than two clock hours from an OPDR approved training organization; any number of clock hours from a non-approved training organization; and any training from electronic media, such as videos or DVDs. Reading and television programs do not count toward required clock hours.
• Only 6 hours of informal training will count toward annual renewal hours for the PDL and ODC.

You will find enclosed a copy of the PDL and ODC criteria effective January 1, 2016. For full details on all of the criteria, please review the documents thoroughly, including the footnotes. If you have questions, please contact us at 405-799-6383, 1-888-446-7608 or cecpd@ou.edu.

Sincerely,

Susan J. Kimmel, Ph.D.
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The University of Oklahoma