

EDUCATIONAL PROFESSIONAL DEVELOPMENT INVENTORY & EDUCATIONAL PROFESSIONAL DEVELOPMENT PLAN OVERVIEW

An Educational Professional Development Plan (EPDP) is a written plan that documents a practitioner's professional development. An EPDP helps practitioners stay organized in planning for and tracking training and education needed to obtain or renew credentials, professional development, and education. In Oklahoma, a variety of initiatives have been implemented to improve best practices and the quality of care for young children. The EPDP supports those initiatives and is complimentary to each of the following: Educational Professional Development Inventory, DHS Licensing Requirements, Head Start Program Performance Standards, Oklahoma Core Competencies, Oklahoma Professional Development Ladder, and the Oklahoma Professional Development Registry.

The following are used together to help “paint a picture” of your current professional development and future plans:

The *Educational Professional Development Inventory* is designed to:

- 1) Familiarize you with the Early Care and Education Professional Development Ladder
- 2) Assist you in establishing professional development goals
- 3) Guide your professional development path AND
- 4) Identify resources for professional development goals and education.

The *Educational Professional Development Plan* is designed for use with the *Inventory* to:

- 1) Develop professional development goals using the Oklahoma Core Competencies AND
- 2) Determine action steps and a timeline to meet those goals.

The following resources are available to assist you in completing your *Inventory* and *Plan*:

- Oklahoma's Early Care and Education Professional Development Values and Ideals poster
- Oklahoma Core Competencies. See publication DHS 08-91 for Early Childhood or DHS 14-32 for Out-of-School Time at www.okdhs.org/services/cc/Pages/ChildCare.aspx or request a copy from your licensing specialist.
- Career Options in Early Care and Education, DHS Pub. No. 10-14
- Tips for Earning a CDA Credential
- The Center for Early Childhood Professional Development (CECPD) facilitates professional development and education for Oklahoma's practitioners. For more information, visit www.cecpd.org or call 405-799-6383 or 888-446-7608

EDUCATIONAL PROFESSIONAL DEVELOPMENT INVENTORY

Professional development is an ongoing process to improve your knowledge and skills to best serve children and families. A written plan helps you track training and credentials and grow in the field of early care and education. Your Educational Professional Development Plan (EPDP) is developed considering your individual circumstances, resources, and goals and includes a timeline for completion.

Name _____ Date of Plan _____

Program/Agency Name _____

Are you an Oklahoma Professional Development Registry (OPDR) Member?

No. For more information and to register visit www.okregisrty.org or call 405-799-6383 or toll free 888-446-7608.

Professional Development Ladder approval date: _____

Yes. My current education level is: (mark all that apply)

Educ. Level	PDL Level	Early Care and Education Professional Development Ladder
	10	BA/BS or above in Early Childhood Education (ECE)/ Child Development (CD)/ School-Age (SA) OR BA/BS in another field (BA/BS-non) with 24 ECE/CD/SA credit hours
	9	90 credit hours with 18 ECE/CD/SA credit hours OR BA/BS-non with 18 ECE/CD/SA credit hours
	8	AA/AS in ECE/CD/SA OR BA/BS-non with 15 ECE/CD/SA credit hours
	7	AA/AS-non with 15 ECE/CD/SA credit hours OR 60 credit hours with 15 ECE/CD/SA credit hours OR BA/BS-non with 6 ECE/CD/SA credit hours
	6	30 credit hours with 15 ECE/CD/SA credit hours
	5	Oklahoma Certificate of Mastery (ECE/CD) OR Tulsa Community College School-Age Certificate of Mastery
	4	Current Child Development Associate (CDA) or Certified Childcare Professional (CCP) Credential OR 12 credit hours in ECE/CD/SA
	3	Oklahoma Competency Certificate (Career Tech Master Teacher ONLY) OR 6 credit hours in ECE/CD/SA
	2	3 credit hours in ECE/CD/SA OR 60 clock hours of Oklahoma Professional Development Registry Approved ECE/CD/SA training in the past 5 years
	1	12 clock hours of ECE/CD/SA training in the past 12 months

*Annual renewal for Levels 2-10 requires 20 clock hours of approved job related training. (Level 1 requires 12 clock hours.) Please refer to www.cecpcd.org for more information.

Professional Development Level: _____ PDL Expiration Date: _____

Renewal paperwork should be submitted to CECPD at least 30 business days prior to your PDL expiration date.

My PDL renewal deadline is _____.

Additional requirements are needed for an Oklahoma Director’s Credential. Refer to www.cecpcd.org for more information.

Oklahoma Director’s Credential: _____ ODC Expiration Date: _____

Professional Development Path

Based on my Professional Development Goals and Education Level, I want to: *(mark all that apply)*

- Complete mandatory training, if applicable. (ELCCT, CPR/First Aid, ELG, food safety, van driver, safe sleep, etc.)
- Complete annual approved professional development.
- Renew mandatory training. (CPR/First Aid, food safety, etc.)
- Move up the Professional Development Ladder. (See previous page or www.cccpd.org)
- Contact the Scholars program for scholarship information. (www.okhighered.org/scholars)
- Enroll in and complete college level course work.
- Complete a credential. (CDA, CCP, Certificate of Mastery, etc.) List: _____
- Renew a credential. (CDA, CCP, etc.) List: _____
- Complete a degree. List: _____
- Observe another early care and education classroom or program.
- Work with a coach, mentor or consultant.
- Join or renew an early childhood organization professional membership.
- Other. List: _____

Professional Development Goals

Professional development goals include training and/or higher education you want or need to fulfill the responsibilities of your current position or help you with your desired career path in early care and education.

My Short-Term Professional Goal(s) [within 1 year]:

My Long-Term Professional Goal(s) [within 3-5 years]:

I will seek support from the following resources to help accomplish my goals, if needed:

Using your information from above, complete your Educational Professional Development Plan (EPDP). To help guide you, refer to the Oklahoma Core Competencies (Early Childhood or Out-of-School Time) available at <http://www.okdhs.org/services/cc/Pages/ChildCareMain.aspx> or upon request from your licensing specialist.

- I have used information from this inventory to determine progress and make necessary adjustments to my EPDP (annually and more often when indicated).

Signature _____ Date(s) _____

Resources for Professional Development Goals and Education

Helpful resources are available at: www.cccpd.org, www.oklahomachildcare.org, <http://www.okdhs.org/services/cc/Pages/ChildCareMain.aspx>, www.okhighered.org/scholars, and www.okcaa.org/headstart.

Reviewed by:

Supervisor _____ Date _____

EDUCATIONAL PROFESSIONAL DEVELOPMENT PLAN

Educational Professional Development Plan (EPDP) complements the Educational Professional Development Inventory. The following are action steps needed to complete my professional development goals as an early care and education professional.

Name _____ Date of EPDP _____ Program/Agency Name _____

Goal _____ :	Targeted Completion Date	Date Completed
My goal meets the following Oklahoma Core Competencies: (mark all that apply) <input type="checkbox"/> Child and Youth Growth and Development <input type="checkbox"/> Health/Wellness, Safety and Nutrition <input type="checkbox"/> Interactions with Children & Youth <input type="checkbox"/> Program Planning and Development <input type="checkbox"/> Child and Youth Observation and Assessment <input type="checkbox"/> Family, School and Community Partnerships <input type="checkbox"/> Learning Environments & Curriculum (Creative Skills, Language Arts, Mathematics, Health, Safety & Nutrition, Science, Social and Personal Skills, Social Studies)		
Step 1:		
Step 2:		
Step 3:		

Goal _____ :	Targeted Completion Date	Date Completed
My goal meets the following Oklahoma Core Competencies: (mark all that apply) <input type="checkbox"/> Child and Youth Growth and Development <input type="checkbox"/> Health/Wellness, Safety and Nutrition <input type="checkbox"/> Interactions with Children & Youth <input type="checkbox"/> Program Planning and Development <input type="checkbox"/> Child and Youth Observation and Assessment <input type="checkbox"/> Family, School and Community Partnerships <input type="checkbox"/> Learning Environments & Curriculum (Creative Skills, Language Arts, Mathematics, Health, Safety & Nutrition, Science, Social and Personal Skills, Social Studies)		
Step 1:		
Step 2:		
Step 3:		

(Use additional pages as needed).

Practitioner _____ Date _____ Supervisor _____ Date _____