

New Child Care Provider Orientation 2024

Southeastern Region

Before Attending an Orientation

Before participating in the Department of Human Services (DHS) Orientation, you must complete the Better Kid Care DHS Orientation training within year from the Orientation date. You will not be admitted to the DHS Orientation without proof of completion.

If you completed online training more than a year ago from the Orientation date, you must call Better Kid Care and request the training be reset for you. Then, you must allow a minimum of 48 hours for Better Kid Care to reset your account and give you access to this training again.

Completing the free and online Better Kid Care DHS Orientation Training

1. Go to: www.extension.psu.edu/youth/betterkidcare/on-demand
2. Click on *Sign in to On Demand*
3. Go through the registration process
4. Complete the lesson relevant for the Orientation Class you wish to attend.
 - Family: *DHS Orientation: Opening a Family Child Care Home*
 - Group/Center: *DHS Orientation: Opening a Child Care Center or Group Child Care Home*
5. Email Certificate of Completion to RA-OCDELCERTSE@PA.GOV

Once you have completed the Better Kid Care DHS Orientation training, please contact an OCDEL staff to verify completion. You will need a computer or mobile device (like a cell phone) with a camera and microphone. You will also need to provide proof of photo identification (state-issued ID or Driver's License, or a valid passport).

Attendance is MANDATORY as part of the Certification process.
ALL information presented in the session is important.

Registering for the DHS Orientation

Pre-registration is required.

- To register, go to www.surveymonkey.com/r/Registration4MonthlyOrientations
- Please register for the date and time that best fits the type of provider: Family Child Care Home (FCCH), Group (GR), or Center (CTR).
- Orientations are held at:
 - 801 Market Street, 6th Floor
 - Betsy Ross Room
 - Philadelphia, PA 19107
- Plan to be on time for the DHS Orientation. No one will be admitted 15 minutes after the session begins and will not receive a Certificate of Attendance.
- Only two persons per legal entity may attend the DHS Orientation.
- Please make appropriate child care arrangements for your children. This will allow you and other participants to be fully attentive during the virtual session.
- If you are unable to attend the DHS Orientation after registering, please call 1- 800-222-2117.
- **Required for Admittance:**
 - Valid ID (Unexpired)
- **Recommended:**
 - Copy of the [Regulations Child Care Regulations](#)
 - Copy of PowerPoint Presentation (sent in confirmation email)
 - Paper and pen/pencil for notes

ORIENTATION SCHEDULE FOR 2024		
MONTH	FAMILY	GROUP/ CENTER
	8:45 AM - 12 noon	Morning - 8:45 AM - 12 noon Afternoon - 12:45 PM- 4:00 PM
January	10	24
February	14	28
March	13	27
April	10	24
May	8	22
June	12	26
July	10	24
August	7	21
September	11	25
October	9	23
November	6	20
December	4	18