NC Infant-Toddler Program
Continuing Professional Development Approved Entities

Effective 1/1/2017

The North Carolina Infant-Toddler Program (ITP) Guidance for Personnel Certification (Effective January 1, 2014) applies to early intervention service coordination and special instruction services. Continuing professional development is required for all certificate holders.

The annual continuing professional development requirement is

- ✓ 10 contact hours (1.0 CEU) per year, to be obtained between January 1 and December 31 of the year
- ✓ Contact hours/CEU credits must focus on infants and toddlers with or without disabilities, and their families
- ✓ Contact hours must be obtained from one or more of the approved entities listed below (These entities are known for high quality, evidence-based professional development)

Approved Entities:

- Accredited U.S. Universities, Colleges, and Community Colleges (courses/trainings)
  - A course grade of "C" or better is required.
  - 1 semester hour = 15 contact hours / 1 quarter hour = 10 contact hours
  - To obtain credit for a course or training, the University, College, or Community College must be accredited by one of the Nationally Recognized Regional Accrediting Bodies for Colleges such as *Middle States Association of Colleges* and *Schools and New England Association of Schools and Colleges.*
- American Academy of Pediatrics
- American Medical Association
- American Occupational Therapy Association
- American Physical Therapy Association
- American Psychological Association
- American Speech Language Hearing Association
- Association for University Centers on Disabilities
- Association of Social Work Boards
- Autism Society
- Center for Child and Family Health
- Children's Developmental Services Agency (CDSA) approved in-house training
- Academy of Nutrition and Dietetics
- Council on Social Work Education
- Division for Early Childhood
- Family, Infant, and Preschool Program
- The Hanen Center
- National Association of Social Workers
- National Association for the Education of Young Children

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- National Board for Certified Counselors Approved Continuing Education Providers
- NC AHECs
- NC Association for the Education of Young Children
- NC Board of Physical Therapy
- NC Department of Health and Human Services (e.g. NC Division of Child Development and Early Education)
- NC Department of Public Instruction
- NC Infant Mental Health Association
- NC Occupational Therapy Association
- NC Partnership for Children/Smart Start
- NC Pediatric Society
- NC Psychological Association
- NC Speech, Hearing, and Language Association
- Office of Head Start
- Part C Trainings (accessible within the U.S.)
- Prevent Child Abuse NC
- Center for Parent Information and Resources - Regional Parent Technical Assistance Centers
- Siskin Children's Center
- TEACCH
- Triple P Positive Parenting
- U.S. Department of Health & Human Services (HHS)
- U.S. Department of Education
- Zero to Three National Center for Infants, Toddlers, and Families

If the approved source does not offer a certificate upon completion of training, in order to receive credit, participants will need to provide copies of the training materials, such as any slides, PowerPoints, articles, or other information used and/or provided before or during the training, which must be attached to the N.C. ITP Documentation of Continuing Professional Development form. Additionally, participants must include a statement about how the training supports evidence-based practices for infants and toddlers and a short paragraph describing how the participant will apply the information from the training to their practice.

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