



OHS HSPPS Wednesdays

Head Start Program Performance Standards (HSPPS)

November 16, 2016

Today's Agenda



- **Welcome**
- **Hot Topics**
- **Human Resources Management**
- **Wrap Up**



NOVEMBER'S HOT TOPICS



RESOURCES

User's Screen View



Handouts box

Download and Print or Save Handouts from Event Resources



HUMAN RESOURCES MANAGEMENT

Subpart I- Human Resources Management

1302.90 – 1302.94



- 1302.90 Personnel Policies
- 1302.91 Staff Qualifications and Competency Requirements
- 1302.92 Training and Professional Development
- 1302.93 Staff Health and Wellness
- 1302.94 Volunteers

Subpart I- Human Resources Management 1302.90 – 1302.94



1302.90 Personnel Policies



- Establishing Personnel Policies and Procedures
- Background Checks and Selection Procedures
- Standards of Conduct
- Communication with dual language learners and their families

KEY THEMES



- More comprehensive requirements for background checks
- Focus on increased staff qualifications and competencies
- Stronger system of staff professional development including coordinated coaching strategy
- Delayed compliance for some of the requirements in this section

1302.91 Staff Qualifications and Competency Requirements



Minimum of a **bachelor's degree** required for:

- Early Head Start or Head Start Directors
- Fiscal Officers
- Child and Family Services Management Staff
 - Family, health and disabilities
 - Education
- Child Development Specialists
 - for FCC providers - by August 2018
- Coaches
 - for services described in 1302.92 - by August 2017

Child and Family Services Staff Qualifications and Competencies



- Minimum qualification requirements for:
 - EHS center-based teacher: credential
 - Head Start center-based teacher: associates
 - Head Start assistant teacher: enrolled in program
 - Family child care providers: enrolled in program
 - Home visitors: credential
 - Family services staff: credential
 - Health professional: licensed, certified, or registered
- Center-based teachers, assistant teachers, family child care providers and home visitor competencies

Time Table Spotlight for Qualifications



August 1, 2018:

- Child development specialists
- Home visitors

August 1, 2017:

- Coaches
 - Providing services described in 1302.92 (c)

New hires:

- Directors
- Fiscal officers
- Family, health, disability management
- Family service staff
 - 18 months to get credential or certificate

Time after hire:

- Preschool assistant teachers
 - 2 years to get credential or degree
- FCC providers
 - 18 months to get credential



- **Child Development Specialist – the old standard stated the child development specialist and other agency staff can fulfill the duties. The grantee has a child development specialist complete all of the duties except there is another person who oversees the compliance with the contract. Can they continue to split the responsibility between two staff members?**



- **Can management staff serve multiple management roles?**
- **What certifications or credentials are acceptable to meet the family services staff qualifications?**



- **In regards to health professional's qualifications, what are health procedures?**
- **Do we need a licensed or certified health professional to administer epi pens?**

1302.92 Training and Professional Development



- Orientation
- 15 clock hours
- Systematic approach to staff training and professional development (areas identifies for education and family service staff)
- Research-based coaching strategy for education staff
- As it relates to coaching, program develops or adapts their approach to professional development (external)

1302.93 Staff Health and Wellness



- Staff has initial health examination
- Periodic re-examination
- Staff do not pose a significant risk to the health and safety of those in the program
- Mental health and wellness information available to staff
- Provide staff regularly scheduled opportunities to learn about mental health, wellness, and health education

1302.94 Volunteers



- Screened for appropriate communicable diseases, as appropriate by state, tribal, local laws.
 - If not available, programs must consult the Health Services Advisory Committee
- Volunteers are never left alone with children
 - No background checks for volunteers
- Orientation



Thank you for participating today!

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Next event: Wednesday, December 14, 2016

2 – 3:30pm EST

Focus will be on Supporting Comprehensive Implementation.