New Hampshire’s Infant and Toddler Workforce
Specialized Competencies

Child Development Bureau
Division for Children, Youth and Families
New Hampshire Department for Health and Human Services

www.dhhs.nh.gov/DHHS/CDB
Knowledge and Skills
Competencies based on Early Childhood Core Knowledge Areas

Developing as a Professional
(See New Hampshire’s Early Childhood Workforce Specialized Competencies)

- Professional Development
- Standards of Quality
- Program Administration
- Advocacy
- Leadership
- Ethics
- Collaboration

Building Family & Community Relationships
(See New Hampshire’s Early Childhood Workforce Specialized Competencies)

- Communication
- Partnerships & Participation
- Family and Cultural Contexts
- Family Leadership
- Family Supports
- Community Resources

Teaching & Learning (pages 6-24)

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- Curriculum & Environment (p. 8)
- Strategies for Teaching & Learning (p. 12)
- Individualization (p. 16)
- Cultural Relevance (p. 20)
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The New Hampshire Early Childhood Professional Development System [http://www.dhhs.nh.gov/dcyf/cdb/profdev.htm](http://www.dhhs.nh.gov/dcyf/cdb/profdev.htm) has been in existence since 1999, and a major revision to the system was completed in 2009 with further revision in 2012, to include the Infant Toddler Credential Endorsement. In 2010 the Infant Toddler Credential Task Force began eighteen months of work developing an Infant Toddler Credential Endorsement and Infant Toddler Competencies to address the infant toddler workforce and professional development for this specialized area of early childhood education.

The Infant Toddler Credential Task Force developed the Infant Toddler (IT) Competencies as an accompaniment to the Infant Toddler Credential Endorsement. Core Knowledge and Competencies are the knowledge and skills that early childhood professionals bring to and demonstrate in their work. With the development of the Infant/Toddler Competencies, the Preschool Competencies, and the Early Childhood Competencies, the early childhood community has access to an assessment tool to reflect on the knowledge and skills of those working with or on behalf of infants, toddlers and their families. Self-assessment supports reflective practice, a cornerstone of professionalism and best practice in the field of early childhood education. This ability for professionals to assess their knowledge and skills is important for professional growth and continuous quality improvement. Each of the three competencies booklets includes suggestions for intentional use of the competencies as they relate to specific Core Knowledge Areas.

The Infant Toddler Task Force designed the Infant Toddler Competencies for use by all professionals who work with children under age three and their families, across all relevant systems. Members of the task force represented cross sectors and disciplines: Early Intervention; Special Medical Services; Early Head Start; Head Start; Institutes of Higher Education; Child Care Licensing; New Hampshire Association for the Education of Young Children; Child Care Aware of New Hampshire; Child Care Programs; Maternal and Child Health; Early Supports and Services; and the Child Development Bureau in the Division for Children, Youth, and Families.

Our work on the competencies relied heavily on the work of the Office of Child Care and the Office of Head Start, which produced “A Guide to Effective Consultation with Settings Serving Infants, Toddlers, and Their Families, Core Knowledge, Competencies, and Dispositions”, other state IT competencies, particularly Illinois and Maine, the New Hampshire Association for Infant Mental Health’s New Hampshire’s Early Childhood and Family Mental Health Competencies (in alignment with), the National Association for the Education of Young Children’s NAEYC Standards for Early Childhood Professional Preparation, and our project technical assistance expert, Dianne Lake, from Zero To Three. We are indebted to them and to the members of the Infant Toddler Credential Task Force.
Members of the Infant Toddler Credential Task Force:

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Lisa Strout, Rivier University
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Ellen Wheatley, Division for Children, Youth, & Families

In Memoriam: Brooke Stebbins, Maternal and Child Health

All Fully Competent!

To self-assess your competencies, use NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES SELF-ASSESSMENT tool, page 59.
Infant and Toddler Workforce Specialized Competencies for Teaching and Learning, Promoting Child Growth and Development, Observing, Documenting, and Assessing

The competencies in this booklet are applicable to professionals who work with or on behalf of infants and toddlers and their families. Infant/toddler professionals need the age specific competencies in this book, as well as the competencies in two additional Core Knowledge Areas that apply to all professionals working with infants, toddlers, preschoolers and children in grades kindergarten through third grade. Please refer to the booklet of New Hampshire’s Early Childhood Workforce Specialized Competencies for the Core Knowledge Areas Developing as a Professional and Building Family and Community Relationships.

These specialized competencies encompass Competencies specific to working with and for our youngest and most vulnerable children. The knowledge and skills included in these competencies, arranged by advancing levels, are necessary for optimal professional growth and development across sectors and disciplines. Following are some guidelines for use of the competencies in this booklet:

- Use all levels of competencies, Foundational, Intermediate, Advanced, and Specialist, as a self-assessment tool and for planning professional development to increase competency.
- Use all levels of competencies to set expectations for other professionals and assess progress in meeting expectations.
- Use the Foundational level of competencies as pre-service orientation for those entering the field, to teach the importance of understanding the specialized nature of working with infants and toddlers.
- Teachers, home visitors, early intervention specialists, medical specialists, and others who work with young children and families can use the Intermediate or higher level(s) of competencies to inform practice and identify strategies to improve service delivery.
- Program leaders can use the Advanced level competencies to help develop program policies, such as in staff handbooks, specific to infants and toddlers.
- Consultants can use the Specialist level of competencies to assess their own expertise, to conduct continuous quality improvement in their own work, and to provide technical assistance to others to improve quality.
- Institutes of Higher Education can align these competencies with specific course content. The competencies in this booklet would align with knowledge and skills taught in coursework such as, Infant and Toddler Care and Education, Infant Toddler Development, Developing Curriculum for Infants and Toddlers, and more.
- Use competencies to assess practicum students. All of the competencies are valuable as assessment tools for practicum coursework. Student teachers can self-assess and/or be assessed by practicum faculty.

Users of this booklet and the Early Childhood Competencies booklet will discover many more valuable ways to incorporate all of the competencies into practice with or on behalf of infants, toddlers, and their families. Share your ideas with your colleagues and help others to grow professionally!
### Core Knowledge 3: Teaching and Learning

<table>
<thead>
<tr>
<th>Component 1: 3.1 Relationships and Interactions</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
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</thead>
<tbody>
<tr>
<td><strong>Competency 1 (C1): Communication skills</strong></td>
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<tr>
<td>Knowledge 3.1C1K1</td>
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<tr>
<td>Understands the importance of verbally</td>
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<tr>
<td>acknowledging families as well as infants</td>
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<tr>
<td>and toddlers.</td>
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<tr>
<td>Knowledge 3.1C1K2</td>
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<tr>
<td>Knows how to encourage positive communication</td>
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<tr>
<td>skills in staff and families.</td>
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<tr>
<td>Knowledge 3.1C1K3</td>
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<tr>
<td>Explains that communication is essential to</td>
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<tr>
<td>managing challenging staff/family and</td>
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<tr>
<td>staff/administration relationships.</td>
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<tr>
<td>Knowledge 3.1C1K4</td>
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<tr>
<td>Identifies theories, styles and modes of</td>
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<tr>
<td>communication appropriate for use in</td>
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<tr>
<td>consultation with programs.</td>
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<tr>
<td>Skill 3.1C1S1</td>
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<tr>
<td>Shows children and families they are welcome</td>
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<td>by addressing them by name upon arrival in</td>
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<tr>
<td>classroom/program/home.</td>
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<tr>
<td>Skill 3.1C1S2</td>
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<tr>
<td>Models clear articulation of thoughts and</td>
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<tr>
<td>ideas as well as positive communication</td>
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<tr>
<td>skills for staff and families.</td>
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<tr>
<td>Skill 3.1C1S3</td>
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<tr>
<td>Demonstrates mediation of challenging</td>
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<tr>
<td>relationships among staff and/or families and</td>
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<td>successfully communicates difficult</td>
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<td>messages.</td>
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<tr>
<td>Skill 3.1C1S4</td>
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<tr>
<td>Uses styles and modes of communication</td>
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<tr>
<td>appropriate for consultation and tailored</td>
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<td>to address the needs of the program.</td>
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</tbody>
</table>

| Competency 2 (C2): Engagement                 |              |              |          |            |
| Knowledge 3.1C2K1                             |              |              |          |            |
| Understands that eye contact and “conversation”|              |              |          |            |
| (repeating sounds back to infants and         |              |              |          |            |
| modeling words for toddlers) promotes         |              |              |          |            |
| healthy brain development.                    |              |              |          |            |
| Knowledge 3.1C2K2                             |              |              |          |            |
| Recognizes when infants/toddlers are ready    |              |              |          |            |
| to expand their explorations and is aware     |              |              |          |            |
| of the need to provide security while         |              |              |          |            |
| encouraging growth.                           |              |              |          |            |
| Knowledge 3.1C2K3                             |              |              |          |            |
| Discusses the system of primary caregiving    |              |              |          |            |
| and knows how to implement the system in     |              |              |          |            |
| infant/toddler programs.                     |              |              |          |            |
| Knowledge 3.1C2K4                             |              |              |          |            |
| Knows that professionals who feel valued and  |              |              |          |            |
| fulfilled in their work provide opportunities for optimal growth and development of children and support for families.
<table>
<thead>
<tr>
<th>Skill</th>
<th>3.1C2S1</th>
<th>Practices using eye contact and sounds/language with infants/toddlers during routines such as diapering and feeding.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill</td>
<td>3.1C2S2</td>
<td>Sets up learning explorations for infants/toddlers while providing a secure base from which to launch explorations.</td>
</tr>
<tr>
<td>Skill</td>
<td>3.1C2S3</td>
<td>Develops policies and procedures that support staff to implement and maintain a primary caregiving system.</td>
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<tr>
<td>Skill</td>
<td>3.1C2S4</td>
<td>Provides training and technical assistance to programs to help them build morale through team building and program changes.</td>
</tr>
</tbody>
</table>

Competency 3 (C3): Knowledge of children, youth and families

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>3.1C3K1</th>
<th>Knows the major milestones of infant/toddler development and is aware that development is supported through daily routines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge</td>
<td>3.1C3K2</td>
<td>Aware of the stages of family development and the impact on infant/toddler development.</td>
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<tr>
<td>Knowledge</td>
<td>3.1C3K3</td>
<td>Understands that staff who work with families need training specific to family development to help build relationships with families.</td>
</tr>
<tr>
<td>Knowledge</td>
<td>3.1C3K4</td>
<td>Recognizes the need to educate families as well as staff regarding child and family development and how the two impact each other.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill</th>
<th>3.1C3S1</th>
<th>Shares with families how daily routines with infants/toddlers support development of major milestones.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill</td>
<td>3.1C3S2</td>
<td>Models and promotes positive parent/child interactions based on the stage of development of the family.</td>
</tr>
<tr>
<td>Skill</td>
<td>3.1C3S3</td>
<td>Organizes opportunities for staff training specific to family development.</td>
</tr>
<tr>
<td>Skill</td>
<td>3.1C3S4</td>
<td>Teaches family development theory and/or creates training for families and professionals focused on child and family development.</td>
</tr>
</tbody>
</table>

May Be Evidenced By:

- Observations of interactions with families and children during transitions to/from the program.
- Observations of conversations with infants or toddlers.
- Observations of verbal communication with families and staff.
- Documentation of infant/toddler learning explorations.
- Observation of infant setting showing evidence of successful implementation of a primary caregiver system.
- Infant Toddler program policies.
- Copies of training/course outlines/syllabi and learning outcomes.
- Training evaluations.
<table>
<thead>
<tr>
<th>Component 2</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.2 Curriculum and Environment</td>
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<tr>
<td>Competency 1 (C1): Developmentally appropriate environments and practice</td>
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<tr>
<td>Knowledge 3.2C1K1</td>
<td>Knowledge 3.2C1K2</td>
<td>Knowledge 3.2C1K3</td>
<td>Knowledge 3.2C1K4</td>
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</tr>
<tr>
<td>Gives examples to show that infants/toddlers need lots of opportunities to explore learning materials and that learning takes place through repetition.</td>
<td>Knows how to arrange space and materials to create a stimulating environment that promotes growth and development.</td>
<td>Describes how infants/toddlers learn and why the environment is critical to promoting growth in all developmental domains.</td>
<td>Understands that requests for consultation to address challenges with infants/toddlers often stem from inappropriate environments.</td>
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<tr>
<td>Skill 3.2C1S1</td>
<td>Skill 3.2C1S2</td>
<td>Skill 3.2C1S3</td>
<td>Skill 3.2C1S4</td>
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</tr>
<tr>
<td>Sets up appropriate learning explorations and offers materials multiple times, such as reading the same book repeatedly.</td>
<td>Arranges learning materials and the environment based on observations of children’s development.</td>
<td>Prepares information about infant/toddler learning and environments to share with families and defends a program philosophy of developmentally appropriate practices.</td>
<td>Provides consultation for programs that is based on observations of the environment and includes educating staff regarding developmentally appropriate practices.</td>
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<tr>
<td>Competency 2 (C2): Evaluation of appropriate equipment and materials</td>
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<tr>
<td>Knowledge 3.2C2K1</td>
<td>Knowledge 3.2C2K2</td>
<td>Knowledge 3.2C2K3</td>
<td>Knowledge 3.2C2K4</td>
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<tr>
<td>Knows the importance of checking equipment and toys for safety. Determines developmental appropriateness of materials.</td>
<td>Identifies materials and equipment appropriate for stimulating growth and development and matches with developmental stages of children.</td>
<td>Familiar with health and safety standards regarding materials and equipment for infants/toddlers and knows how to stay current with standards.</td>
<td>Selects environment assessment tools such as the Infant/Toddler Environment Rating Scale (ITERS). <a href="http://ers.fpg.unc.edu/node/84">http://ers.fpg.unc.edu/node/84</a></td>
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</tr>
<tr>
<td>Competency 3 (C3): The significance of play</td>
<td>Competency 4 (C4): Emergent curriculum</td>
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<tr>
<td>□ Skill 3.2C2S1 Inspects learning toys and equipment daily, checking for safety. Chooses materials for infants/toddlers based on developmental appropriateness.</td>
<td>□ Skill 3.2C3S1 Discovers regular opportunities for active play such as tummy time for infants and climbing for toddlers.</td>
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<tr>
<td>□ Skill 3.2C2S2 Observes infants/toddlers during routines and play to assess stages of development and how well the learning materials and equipment meet developmental needs.</td>
<td>□ Skill 3.2C3S2 Schedules routine play opportunities (outside as well as inside) to promote growth and development across all developmental domains.</td>
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<tr>
<td>□ Skill 3.2C2S3 Registers for email updates from licensing and the Centers for Disease Control and Prevention regarding equipment such as cribs <a href="http://www.cdc.gov/">http://www.cdc.gov/</a></td>
<td>□ Skill 3.2C3S3 Illustrates play with infants/toddlers to model (for staff and/or parents) appropriate activities that promote growth and development.</td>
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<tr>
<td>□ Skill 3.2C2S4 Conducts assessment of infant/toddler environments using tools such as the ITERS, shares results with appropriate individual(s), and assists with action planning <a href="http://ers.fpg.unc.edu/node/84">http://ers.fpg.unc.edu/node/84</a></td>
<td>□ Skill 3.2C3S4 Teaches theories of play, including stages of play, and interprets how theory is evidenced in practice for students, professionals and families.</td>
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<table>
<thead>
<tr>
<th>Competency 3 (C3): The significance of play</th>
<th>Competency 4 (C4): Emergent curriculum</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Knowledge 3.2C3K1 States the benefits of active play in promoting growth and development in infants/toddlers.</td>
<td>□ Knowledge 3.2C4K1 Understands that infants/toddlers learn through active exploration and sensory experiences.</td>
</tr>
<tr>
<td>□ Knowledge 3.2C3K2 Articulates the role of play in infant/toddler growth and development to families and colleagues.</td>
<td>□ Knowledge 3.2C4K2 Knows how to rotate learning materials and change the environment to encourage emergence of developing skills such as crawling and climbing.</td>
</tr>
<tr>
<td>□ Knowledge 3.2C3K3 Recognizes the value of modeling developmentally appropriate play activities with infants/toddlers for staff and families.</td>
<td>□ Knowledge 3.2C4K3 Explains the value and process of emergent curriculum for infants/toddlers to families and staff.</td>
</tr>
<tr>
<td>□ Knowledge 3.2C3K4 Discusses theories of play with early childhood students, child care professionals and families.</td>
<td>□ Knowledge 3.2C4K4 Recognizes that emergent curriculum for infants/toddlers may not be a shared philosophy across all sectors and disciplines.</td>
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</tbody>
</table>
### Fourth Edition of NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES
February 9, 2015

<table>
<thead>
<tr>
<th>Competency 5 (C5): Research-based</th>
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<tbody>
<tr>
<td><strong>Skill</strong> 3.2C4S1 Sets up opportunities for active exploration and sensory activities appropriate for infants or toddlers.</td>
</tr>
<tr>
<td><strong>Skill</strong> 3.2C4S2 Employs observation techniques to discover evidence of emerging development, and modifies the environment/materials to encourage growth.</td>
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<tr>
<td><strong>Skill</strong> 3.2C4S3 Illustrates the value of emergent curriculum through visual displays, written program documents such as program handbook, and training presentations.</td>
</tr>
<tr>
<td><strong>Skill</strong> 3.2C4S4 Chooses opportunities to work with cross sectors and disciplines and to defend an emergent curriculum approach with infants/toddlers.</td>
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</table>

<table>
<thead>
<tr>
<th>Competency 5 (C5): Research-based</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong> 3.2C5K1 Recalls information about attachment and its impact on relationships with infants/toddlers.</td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C5K2 Summarizes concepts of infant/toddler development, brain development and attachment theory.</td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C5K3 Recognizes the need to stay current with research regarding infant/toddler development.</td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C5K4 Expresses a need to inform others of recent research that can inform practice among infant/toddler professionals.</td>
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</tbody>
</table>

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<thead>
<tr>
<th>Competency 6 (C6): Design, development and evaluation</th>
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<tbody>
<tr>
<td><strong>Skill</strong> 3.2C5S1 Practices routines with infants/toddlers to strengthen child/caregiver attachment.</td>
</tr>
<tr>
<td><strong>Skill</strong> 3.2C5S2 Arranges learning activities based on recent research of attachment theory, brain development and infant/toddler development.</td>
</tr>
<tr>
<td><strong>Skill</strong> 3.2C5S3 Attends local, state and national training focused on infants/toddlers and families, such as the Birth to Three Institute.</td>
</tr>
<tr>
<td><strong>Skill</strong> 3.2C5S4 Demonstrates knowledge of research through written journal articles, state or national presentations and/or college course syllabi.</td>
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<thead>
<tr>
<th>Competency 6 (C6): Design, development and evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong> 3.2C6K1 Distinguishes observation and assessment as the foundation for designing the environment and curriculum.</td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C6K2 States the benefits of using the Infant Toddler Environment Rating Scale (ITERS) evaluation tool to assess the environment. <a href="http://ers.fpg.unc.edu/node/84">http://ers.fpg.unc.edu/node/84</a></td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C6K3 Explains how to use the ITERS and relates evaluation of the environment to program quality improvement. <a href="http://ers.fpg.unc.edu/node/84">http://ers.fpg.unc.edu/node/84</a></td>
</tr>
<tr>
<td><strong>Knowledge</strong> 3.2C6K4 Recognizes the value in collaborating with programs that provide services for infants/toddlers and families as a resource for designing high quality infant/toddler programs.</td>
</tr>
</tbody>
</table>
### Competency 7 (C7): Competence in content areas and academic disciplines

<table>
<thead>
<tr>
<th>Knowledge 3.2C7K1</th>
<th>Recognizes the Early Learning Standards as a framework for developmentally appropriate practice.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 3.2C7K2</td>
<td>Explains how early experiences support growth and development in all domains.</td>
</tr>
<tr>
<td>Knowledge 3.2C7K3</td>
<td>Discusses the importance of ongoing professional development focused on content related to infants/toddlers and/or families.</td>
</tr>
<tr>
<td>Knowledge 3.2C7K4</td>
<td>Gives examples of best practices for higher education professional development opportunities to improve quality across sectors and disciplines.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.2C7S1</th>
<th>Applies knowledge about the Early Learning Standards to work with children and families.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill 3.2C7S2</td>
<td>Demonstrates infant/toddler content competence by including information about early learning in notes or newsletters for families, and documentation panels depicting early learning.</td>
</tr>
<tr>
<td>Skill 3.2C7S3</td>
<td>Provides opportunities for ongoing professional development related to infants/toddlers and/or families and includes requirements for staff professional development in policies.</td>
</tr>
<tr>
<td>Skill 3.2C7S4</td>
<td>Analyzes infant/toddler content in professional development and collaborates with cross sectors and disciplines to improve the quality of higher education programs/practices.</td>
</tr>
</tbody>
</table>
May Be Evidenced By:
- Observations of active engagement with children and of infant/toddler environment.
- Copy of action plan completed after attending training.
- Written observations of infants/toddlers.
- Copy of newsletter for families.
- Documentation panel.
- Copy of family/program philosophy and policies.
- Copies of training certificates.
- Copy of completed ITERS assessment and action plan.
- Copy of college course syllabus/journal article/presentation outline.

### Component 3: 3.3 Strategies for Teaching and Learning

<table>
<thead>
<tr>
<th>Competency 1 (C1): Intentionality</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 3.3C1K1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recalls that infants/toddlers learn through imitation of and interaction with adults.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge 3.3C1K2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knows how to interpret observations of individual children as a preview to the next stage of development.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge 3.3C1K3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recognizes the need for planning time for staff to interpret observations of infants/toddlers and develop learning experiences.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge 3.3C1K4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Familiar with self-assessment tools such as <em>A Guide to Effective Consultation with Settings Serving Infants, Toddlers, and Their Families</em> (CKC), <em>NH Early Childhood and Family Mental Health Competencies</em>, <em>NH Infant Toddler Specialized Competencies</em>, and the <em>NH IT and Preschool Competencies</em>.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skill 3.3C1S1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Practices modeling positive behavior and verbal interactions for infants/toddlers.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skill 3.3C1S2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plans and implements learning experiences in anticipation of the next developmental stage, to encourage growth.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skill 3.3C1S3</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Provides coverage for staff team meetings to allow planning time at least weekly.</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Skill 3.3C1S4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Uses self-assessment tools to guide own practice, intentionally meeting and/or exceeding competencies.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Competency 2 (C2): Learning experiences that develop emerging critical thinking

<table>
<thead>
<tr>
<th>Knowledge ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3C2K1</td>
<td>States that early experiences stimulate brain development and problem-solving skills.</td>
</tr>
<tr>
<td>3.3C2K2</td>
<td>Understands how to stimulate critical thinking skills for infants/toddlers.</td>
</tr>
<tr>
<td>3.3C2K3</td>
<td>Reviews learning materials for infants/toddlers that help to develop critical thinking.</td>
</tr>
<tr>
<td>3.3C2K4</td>
<td>Describes for professionals the process of brain development and “wiring” the brain for problem-solving and reasoning, and knows how to educate professionals about how to support brain development.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3C2S1</td>
<td>Follows the lead of the teacher in the infant/toddler classroom in engaging in play with infants/toddlers, using cause and effect toys.</td>
</tr>
<tr>
<td>3.3C2S2</td>
<td>Applies knowledge by talking about what is happening during play with infants and asks toddlers questions to stimulate problem-solving, such as “How can we move the block without using our hands?”</td>
</tr>
<tr>
<td>3.3C2S3</td>
<td>Purchases developmentally appropriate learning materials such as cause and effect toys and sand/water tables for infant/toddler environments and/or home visiting kits.</td>
</tr>
<tr>
<td>3.3C2S4</td>
<td>Provides research-based training and/or resources about brain development and emerging critical thinking in infants and toddlers.</td>
</tr>
</tbody>
</table>

### Competency 3 (C3): Reflective practice to promote positive outcomes

<table>
<thead>
<tr>
<th>Knowledge ID</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3C3K1</td>
<td>Aware of the skills necessary to work with infants/toddlers as part of a team.</td>
</tr>
<tr>
<td>3.3C3K2</td>
<td>Understands the process of using reflective practice to determine positive approaches to working with individual children.</td>
</tr>
<tr>
<td>3.3C3K3</td>
<td>Knows how to use the parallel process in supervision to promote positive outcomes for infants/toddlers and their families.</td>
</tr>
<tr>
<td>3.3C3K4</td>
<td>Explains the process and value of reflective practice in working with professionals who serve infants/toddlers and their families.</td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Competency 4 (C4): Developmentally appropriate approaches</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skill</strong> 3.3C3S1</td>
</tr>
<tr>
<td>Uses job description and/or the Infant/Toddler (I/T) Specialized Competencies, Foundational level, as a self-assessment tool.</td>
</tr>
</tbody>
</table>

| **Skill** 3.3C3S2                                       |
| Practices self-reflection and flexible response in determining approaches to teaching that result in positive outcomes for individual children. Uses the Intermediate level I/T Specialized Competencies for self-assessment. |

| **Skill** 3.3C3S3                                       |
| Schedules routine supervision meetings with staff to provide opportunities for staff to work through challenges using parallel process, careful observation, self-reflection and flexible response. Uses the Advanced level I/T Specialized Competencies for self-assessment. |

| **Skill** 3.3C3S4                                       |

| **Knowledge** 3.3C4K1                                   |
| Defines developmentally appropriate practice and understands what it means for work with infants or toddlers. |

| **Knowledge** 3.3C4K2                                   |
| Describes the continuum of infant/toddler development and what is appropriate practice for each stage of development. |

| **Knowledge** 3.3C4K3                                   |
| Outlines a program philosophy that is based on developmentally appropriate practices with children. |

| **Knowledge** 3.3C4K4                                   |
| Selects resources that educate others about developmentally appropriate approaches and that support best practices with infants/toddlers. |

| **Skill** 3.3C4S1                                       |
| Demonstrates (verbally and non-verbally) expectations that are appropriate for infants or toddlers. |

| **Skill** 3.3C4S2                                       |
| Provides learning materials and activities that are appropriate and individualized for each child’s stage of development. |

| **Skill** 3.3C4S3                                       |
| Writes a section about developmentally appropriate practice in the program philosophy for the policy manual/handbook. |

<p>| <strong>Skill</strong> 3.3C4S4                                       |
| Evaluates program practices and policies to determine how well they meet best practices criteria based on developmentally appropriate approaches. |</p>
<table>
<thead>
<tr>
<th>Competency 5 (C5):</th>
<th>Knowledge 3.3C5K1 Recognizes that educating infants/toddlers is very different from educating preschoolers.</th>
<th>Knowledge 3.3C5K2 Explains that the tools and methods for educating infants/toddlers are the daily routines, the learning environment and materials, and opportunities for exploration.</th>
<th>Knowledge 3.3C5K3 Arranges educational opportunities for staff and families to learn about methods of education specific to infants/toddlers.</th>
<th>Knowledge 3.3C5K4 Identifies the tools and methods necessary for those who work with or on behalf of children and their families to have in order to promote early brain development and learning.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tools and methods for early education</td>
<td>Skill 3.3C5S1 Practices teaching methods with infants/toddlers and modifies methods per feedback from mentor/supervisor.</td>
<td>Skill 3.3C5S2 Puts knowledge into practice by seizing opportunities to educate children throughout the day, during routines and transitions, in active play and through verbal interactions.</td>
<td>Skill 3.3C5S3 Schedules educational opportunities to learn about methods and tools for working with infants/toddlers and encourages staff and families to attend.</td>
<td>Skill 3.3C5S4 Illustrates teaching methods and tools appropriate for teaching young children, for professionals and families.</td>
</tr>
<tr>
<td>May Be Evidenced By:</td>
<td>• Copy of self-assessment. • Observation and assessment of teaching methods using the Infant/Toddler competencies.</td>
<td>• Observation of interactions with infants/toddlers during routines and active play. • Observation notes regarding individual infant/toddler development. • Self-assessment using the I/T competencies.</td>
<td>• Presence of developmentally appropriate learning materials that stimulate critical thinking for infants/toddlers. • Supervision notes. • Self-assessment using the I/T competencies.</td>
<td>• Consultation notes and recommendations for program quality improvements and staff development. • Self-reflection notes and/or self-assessment using the Guide to Effective Consultation and/or the I/T competencies. • Copy of training presentation(s).</td>
</tr>
</tbody>
</table>
## Component 4
### 3.4 Individualization

<table>
<thead>
<tr>
<th>Competency 1 (C1): Temperament</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundational</strong></td>
</tr>
<tr>
<td>□ Knowledge 3.4C1K1 Recalls that children are born with different temperaments that can influence behavior.</td>
</tr>
<tr>
<td>□ Skill 3.4C1S1 Practices matching approaches to individual infants/toddlers with the temperaments displayed by those children.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Competency 2 (C2): Developmentally appropriate practices for individual children</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundational</strong></td>
</tr>
<tr>
<td>□ Knowledge 3.4C2K1 Understands that each infant/toddler develops at his/her own pace and has his/her own needs.</td>
</tr>
<tr>
<td>Competency 3 (C3):</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td><strong>Theoretical and legal foundations for special supports</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.4C3S1</th>
<th>Skill 3.4C3S2</th>
<th>Skill 3.4C3S3</th>
<th>Skill 3.4C3S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plans professional development to learn about laws protecting children with special needs and reviews program policies regarding support for children with special needs.</td>
<td>Interprets the legal requirements of ADA, IDEA Part C, to ensure that supports for infants/toddlers and their families are provided in accordance with existing IFSPs. <a href="http://nichcy.org/laws/idea/partc">http://nichcy.org/laws/idea/partc</a></td>
<td>States in written policies that the program/staff make reasonable accommodations for infants/toddlers with special needs that align with ADA, IDEA Part C. <a href="http://nichcy.org/laws/idea/partc">http://nichcy.org/laws/idea/partc</a></td>
<td>Consults with professionals about providing referrals and/or evaluations of children under three years of age and/or connects those who work with children under three years of age with early intervention services.</td>
</tr>
</tbody>
</table>
### Competency 4 (C4): Adaptations of the environment and curriculum

<table>
<thead>
<tr>
<th>Knowledge 3.4C4K1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identifies health and safety needs of individual children.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C4K2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows how to make accommodations for infants/toddlers with special needs.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C4K3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discusses with staff how to partner with families and consultants to individualize the environment and curriculum for infants/toddlers.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understands the overlapping components of individualizing the environment and curriculum for children.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.4C4S1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrates knowledge of individual health/safety needs of children by adapting the environment as appropriate.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.4C4S2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides accommodations for infants/toddlers with special needs by modifying the environment, equipment and learning activities.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.4C4S3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solves environment/curriculum challenges for children with input from families, staff and consultants by modeling a partnership approach.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.4C4S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides guidance and/or training regarding observation, documentation, planning, implementation and reflection to individualize curriculum and environments for children.</td>
</tr>
</tbody>
</table>

### Competency 5 (C5): Developmentally and culturally appropriate communication

<table>
<thead>
<tr>
<th>Knowledge 3.4C5K1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understands the value in respecting family culture when interacting with children.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C5K2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identifies families’ viewpoints regarding child rearing. Knows the sequence of language development and the importance of using familiar language.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C5K3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows how to approach situations where family culture may clash with program philosophy.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 3.4C5K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognizes that what may be perceived as behavioral challenges in children may be due in part to inappropriate expectations and miscommunication.</td>
</tr>
<tr>
<td>Competency 6 (C6): Effective partnerships with parents, families and other professionals</td>
</tr>
<tr>
<td>----------------------------------</td>
</tr>
<tr>
<td><strong>Knowledge 3.4C6K1</strong></td>
</tr>
<tr>
<td><strong>Knowledge 3.4C6K2</strong></td>
</tr>
<tr>
<td><strong>Knowledge 3.4C6K3</strong></td>
</tr>
<tr>
<td><strong>Knowledge 3.4C6K4</strong></td>
</tr>
<tr>
<td><strong>Skill 3.4C6S1</strong></td>
</tr>
<tr>
<td><strong>Skill 3.4C6S2</strong></td>
</tr>
<tr>
<td><strong>Skill 3.4C6S3</strong></td>
</tr>
<tr>
<td><strong>Skill 3.4C6S4</strong></td>
</tr>
</tbody>
</table>

**Skill 3.4C5S1** Practices communicating with children in ways that respect family culture by acknowledging special words, names, routines, etc. Speaks with infants/toddlers in a conversational tone (avoids using “baby talk”).

**Skill 3.4C5S2** Models respect for individual family culture and values regarding childrearing. Intentionally enters into conversations with infants or toddlers to stimulate oral communication and language development, using words of family’s home language when appropriate.

**Skill 3.4C5S3** Negotiates with families to determine caregiving practices that are responsive to family culture and appropriate for the setting.

**Skill 3.4C5S4** Consults with professionals or families to assess perceived behavioral challenges and uses the parallel process to promote understanding of expectations for children that are developmentally appropriate.
May Be Evidenced By:

- Feedback from families and other professionals.
- Observations of verbal interactions with infants/toddlers.
- Copy of professional development plan.
- Notes regarding developmental progress of infants/toddlers.
- Observations of verbal interactions with children.
- Observation of accommodations to environment to meet the needs of individual children.
- Statements in written policies regarding developmentally appropriate practices and about accommodating infants/toddlers with special needs according to the ADA, IDEA Part C.
- Copy of program evaluations completed by parents/guardians.
- Evaluations completed by PCAN and other training attendees.
- Sample of consultation notes or notes regarding partnership meetings.

<table>
<thead>
<tr>
<th>Component 5 3.5 Cultural Relevance</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competency 1 (C1):</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Family involvement combined with effective methods of working with families</td>
<td>Knowledge 3.5C1K1 States the value in including families as active participants in the infant or toddler curriculum and environment.</td>
<td>Knowledge 3.5C1K2 Expresses the need to partner with families to create an infant/toddler environment that is reflective of the children’s families.</td>
<td>Knowledge 3.5C1K3 Identifies ways to include families and to value family culture throughout the program/organization</td>
<td>Knowledge 3.5C1K4 Defines cultural competency and explains how to help develop this in programs that serve infants/toddlers and their families.</td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Skill 3.5C1S1</th>
<th>Skill 3.5C1S2</th>
<th>Skill 3.5C1S3</th>
<th>Skill 3.5C1S4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
</tr>
<tr>
<td>3.5C1S1</td>
<td>3.5C1S2</td>
<td>3.5C1S3</td>
<td>3.5C1S4</td>
</tr>
<tr>
<td>Discovers opportunities to engage in activities with families and their children in the program and acknowledges family contributions to the environment.</td>
<td>Employs family contributions to the infant/toddler environment such as photos, special items (which meet health and safety standards) for display, developmentally appropriate toys and books, etc.</td>
<td>Schedules special events for families, purchases learning materials such as books and dolls which depict all types of families and welcomes suggestions from families to assure a culturally competent program.</td>
<td>Provides consultation/mentoring to programs serving infants/toddlers and their families to help them understand and develop cultural competency and assists in developing action plans.</td>
</tr>
</tbody>
</table>

#### Competency 2 (C2):

**Anti-bias curriculum**

<table>
<thead>
<tr>
<th>Knowledge 3.5C2K1</th>
<th>Knowledge 3.5C2K2</th>
<th>Knowledge 3.5C2K3</th>
<th>Knowledge 3.5C2K4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong></td>
<td><strong>Knowledge</strong></td>
<td><strong>Knowledge</strong></td>
<td><strong>Knowledge</strong></td>
</tr>
<tr>
<td>3.5C2K1</td>
<td>3.5C2K2</td>
<td>3.5C2K3</td>
<td>3.5C2K4</td>
</tr>
<tr>
<td>Understands that culture is much more than race and ethnicity.</td>
<td>Relates that one’s own culture may reflect bias toward others and that this impacts relationships with children and families.</td>
<td>Recognizes the challenges of providing an anti-bias program for infants/toddlers and their families.</td>
<td>Summarizes the learning outcomes for anti-bias curriculum training.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 3.5C2S1</th>
<th>Skill 3.5C2S2</th>
<th>Skill 3.5C2S3</th>
<th>Skill 3.5C2S4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
<td><strong>Skill</strong></td>
</tr>
<tr>
<td>3.5C2S1</td>
<td>3.5C2S2</td>
<td>3.5C2S3</td>
<td>3.5C2S4</td>
</tr>
<tr>
<td>Demonstrates respect for the culture of other professionals and families of infants/toddlers in the program.</td>
<td>Practices reflecting on own bias and intentionally applies an anti-bias curriculum approach by eliciting information from families regarding their culture.</td>
<td>Provides resources for staff, such as training and self-assessment checklists, to help staff reflect on their own biases and to develop an anti-bias program approach.</td>
<td>Presents anti-bias curriculum training to program managers, staff and other professionals who work with children and families.</td>
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</tbody>
</table>
Fourth Edition of NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES
February 9, 2015

<table>
<thead>
<tr>
<th>Component 6</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
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</thead>
<tbody>
<tr>
<td>3.6 Positive Behaviors</td>
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<tr>
<td>Competency 1 (C1):</td>
<td>Knowledge 3.6C1K1</td>
<td>Knowledge 3.6C1K2</td>
<td>Knowledge 3.6C1K3</td>
<td>Knowledge 3.6C1K4</td>
</tr>
<tr>
<td>Support for developing executive function</td>
<td>Puts into own words that curriculum and environments for infants/toddlers support development of self-regulation.</td>
<td>Describes how to set up the environment and curriculum to help children organize their day.</td>
<td>Understands that some families are not aware of the importance of routines and predictability for infants/toddlers.</td>
<td>Identifies strategies for families to provide safe, predictable routines for their infants/toddlers at home.</td>
</tr>
<tr>
<td></td>
<td>Skill 3.6C1S1</td>
<td>Skill 3.6C1S2</td>
<td>Skill 3.6C1S3</td>
<td>Skill 3.6C1S4</td>
</tr>
<tr>
<td></td>
<td>Follows schedules and routines for infants/toddlers, helping them to anticipate or predict what comes next in their day.</td>
<td>Demonstrates by posting individual infant schedules for staff to follow, organizes space for infants or toddlers to successfully negotiate and locate learning materials, and/or posts a photo daily picture schedule for toddlers.</td>
<td>Provides counseling to families who need support to provide predictable routines for their infants/toddlers at home and refers them (when appropriate) to specialists who provide home visiting.</td>
<td>Models strategies for families and/or connects families to other community programs or consultants that can provide support.</td>
</tr>
</tbody>
</table>

May Be Evidenced By:
• Observations of interactions with families and other professionals.
• Displays of photos and other items representing families of infants/toddlers.
• Journal reflections.
• Flyers, posters, bulletin boards, newsletters announcing events for families and program materials reflective of families.
• Resources available for staff.
• Copy of action plan developed for program regarding cultural competency.
• Anti-bias training outline with learning outcomes and evaluations of training presented.

- Observations of interactions with families and other professionals.
- Displays of photos and other items representing families of infants/toddlers.
- Journal reflections.
- Flyers, posters, bulletin boards, newsletters announcing events for families and program materials reflective of families.
- Resources available for staff.
- Copy of action plan developed for program regarding cultural competency.
- Anti-bias training outline with learning outcomes and evaluations of training presented.
**Competency 2 (C2):**  
**Appropriate theories and application of guidance (combined with) Pro-social behavior guidance strategies**

- **Knowledge 3.6C2K1**  
  Understands the importance of engaging in positive “self-talk” (describing what is happening, including cause and effect) for infants/toddlers.

- **Knowledge 3.6C2K2**  
  Explains how to create curriculum and environments that foster positive relationships and success for children. Knows how to develop positive self-esteem in infants/toddlers.

- **Knowledge 3.6C2K3**  
  Discusses with staff how to prevent behavior challenges in infants/toddlers and how to respond to challenges as perceived by colleagues and/or families.

- **Knowledge 3.6C2K4**  
  Understands that professionals who work with children and their families across sectors and disciplines come from diverse educational backgrounds and may have differing viewpoints regarding guidance.

- **Skill 3.6C2S1**  
  Practices using positive self-talk with infants/toddlers.

- **Skill 3.6C2S2**  
  Demonstrates developmentally appropriate expectations for infants/toddlers and redirects to avoid frustration. Provides choices for children that ensure positive outcomes.

- **Skill 3.6C2S3**  
  Uses approaches based on current research to prevent and/or respond to challenging child behaviors, and trains staff or recommends training for them.

- **Skill 3.6C2S4**  
  Collaborates with professionals across sectors and disciplines to promote current, research-based practices that promote and support pro-social behavior in infants/toddlers.

**Competency 3 (C3):**  
**Team approach**

- **Knowledge 3.6C2K1**  
  Understands that a shared philosophy of caring for infants and toddlers results in higher quality infant/toddler programs.

- **Knowledge 3.6C2K2**  
  Describes roles and responsibilities of staff members within a teaching team that help to create and sustain a high quality infant/toddler program.

- **Knowledge 3.6C2K3**  
  Selects methods for building a collaborative team of staff, families and community members.

- **Knowledge 3.6C2K4**  
  Identifies strategies for collaboration across sectors and disciplines to support a statewide team approach to developing policies in support of best practices for infants/toddlers.
<table>
<thead>
<tr>
<th>Skill 3.6C2S1</th>
<th>Skill 3.6C2S2</th>
<th>Skill 3.6C2S3</th>
<th>Skill 3.6C2S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follows the lead of other professionals on the team and supports their practices with infants/toddlers.</td>
<td>Models effective team strategies for the members of the team and assists in other team member responsibilities as needed to sustain a high quality infant/toddler program.</td>
<td>Schedules and facilitates team meetings around topics and/or issues pertinent to infants/toddlers and families.</td>
<td>Chooses participation in organizations that advocate for collaboration among child care, community and business leaders, legislators, and other stakeholders to support children and families.</td>
</tr>
</tbody>
</table>

**May Be Evidenced By:**
- Ability to instruct another staff member regarding a child’s schedule/routine (as in staff covering for lunch).
- Feedback from team members.
- Daily schedule with photos, posted left-to-right at toddler eye level.
- Feedback from team members.
## Core Knowledge 4: Promoting Child Growth and Development

<table>
<thead>
<tr>
<th>Foundational Knowledge=K1</th>
<th>Intermediate Knowledge=K2</th>
<th>Advanced Knowledge=K3</th>
<th>Specialist Knowledge=K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill=S1</td>
<td>Skill=S2</td>
<td>Skill=S3</td>
<td>Skill=S4</td>
</tr>
</tbody>
</table>

### Component 1: 4.1 Children’s Learning and Development

#### Competency 1 (C1): Developmental milestones

- **Knowledge 4.1C1K1**
  Understands that children’s development is continuous and knows the significant developmental milestones in various domains appropriate for infants and toddlers.

- **Knowledge 4.1C1K2**
  Understands basic characteristics and needs of infants and toddlers and recognizes that developmental domains (physical, cognitive, social, emotional, and language) are interrelated.

- **Knowledge 4.1C1K3**
  Understands developmental variations and their impact on growth and learning.

- **Knowledge 4.1C1K4**
  Understands the use and interpretation of assessments that evaluate development of infants/toddlers.

- **Skill 4.1C1S1**
  Identifies appropriate expectations for infant/toddler development and recognizes atypical development.

- **Skill 4.1C1S2**
  Plans curriculum and experiences that address the developmental characteristics and needs of infants and toddlers and makes appropriate referrals as needed.

- **Skill 4.1C1S3**
  Uses knowledge of typical and atypical child development and the individual child’s and family’s assessment data to plan outcomes using developmentally appropriate strategies, interventions or environmental adaptations or modifications and accommodations.

- **Skill 4.1C1S4**
  Designs training and/or college coursework regarding assessment of infant/toddler development and interpretation of assessments, such as the AEPSi (Assessment, Evaluation, and Programming System). [https://www.aepsi.com/aepsi](https://www.aepsi.com/aepsi)
<table>
<thead>
<tr>
<th>Competency 2 (C2): Early Learning Standards (ELSs)</th>
<th>Knowledge 4.1C2K1</th>
<th>Knowledge 4.1C2K2</th>
<th>Knowledge 4.1C2K3</th>
<th>Knowledge 4.1C2K4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong> 4.1C2K1</td>
<td>Understands the role of ELSs in identifying appropriate expectations for children’s development and learning.</td>
<td>Understands the role of ELSs in supporting high-quality, developmentally appropriate practice with infants/toddlers.</td>
<td>Appreciates that ELSs provide a common vision and commitment to children’s well being.</td>
<td>Understands the relation of ELSs to other significant standards, such as NAEYC Standards, for professional practice.</td>
</tr>
<tr>
<td><strong>Skill</strong> 4.1C2S1</td>
<td>Accesses and draws on information from ELSs in interactions with and experiences for infants and toddlers.</td>
<td>Uses the ELSs to enhance practice and promote reflection.</td>
<td>Shares ELSs with staff and families and uses ELSs to support staff and families’ understanding of their importance in children’s development and learning.</td>
<td>Promotes and contributes to professional development systems that integrate the knowledge inherent in the ELSs with other significant standards for professional practice.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Competency 3 (C3): Developmental screening and assessment</th>
<th>Knowledge 4.1C3K1</th>
<th>Knowledge 4.1C3K2</th>
<th>Knowledge 4.1C3K3</th>
<th>Knowledge 4.1C3K4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong> 4.1C3K1</td>
<td>Understands the important role of observation and assessment in supporting infant/toddler development and learning.</td>
<td>Is familiar with tools and strategies for developmentally appropriate screening and assessment.</td>
<td>Understands the use of developmentally appropriate screening and assessment in the referral process.</td>
<td>Has current knowledge of theory, research, and policy related to developmental screening and assessment.</td>
</tr>
<tr>
<td><strong>Skill</strong> 4.1C3S1</td>
<td>Documents infant/toddler development and learning using appropriate methods and protects confidentiality of children’s assessment information.</td>
<td>Uses developmentally, individually, and culturally appropriate tools and strategies for screening and assessment and uses assessment results to inform curriculum for infants/toddlers.</td>
<td>Supports families during the referral process and guides interpretation of assessment results in developing and implementing individual goals for infants/toddlers with the family and the multi-disciplinary team.</td>
<td>Provides guidance and mentoring to programs in understanding the methods and uses of observation and assessment that are developmentally, individually, and culturally appropriate.</td>
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</table>
### Competency 4 (C4):
#### Children with special needs

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>Skill</th>
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</thead>
<tbody>
<tr>
<td>4.1C4K1</td>
<td>4.1C4S1</td>
</tr>
<tr>
<td>Recognizes atypical development and understands the importance of supporting each child’s individual developmental needs.</td>
<td>Seeks the help of others to understand and address the needs of all infants/toddlers, including those with special developmental needs.</td>
</tr>
<tr>
<td>4.1C4K2</td>
<td>4.1C4S2</td>
</tr>
<tr>
<td>Understands the characteristics and signs of atypical development in infants/toddlers and knows about the referral process.</td>
<td>Participates in multi-disciplinary planning teams, and provides input in and follows specific plans for infants/toddlers (Individual Family Support Plan, Individualized Health Plan); incorporates assistive technology as needed.</td>
</tr>
<tr>
<td>4.1C4K3</td>
<td>4.1C4S3</td>
</tr>
<tr>
<td>Recognizes the need for multi-disciplinary team consultation to support individual infants/toddlers.</td>
<td>Supervises staff to ensure their use of developmentally appropriate practices and intervention strategies to support and address infant/toddler development outcomes.</td>
</tr>
<tr>
<td>4.1C4K4</td>
<td>4.1C4S4</td>
</tr>
<tr>
<td>Examines the need for program leaders to develop and implement policies for inclusion of infants/toddlers with special needs.</td>
<td>Designs specialized programs, including program policies, based on children’s needs and trains others to implement them</td>
</tr>
</tbody>
</table>

**May Be Evidenced By**
- Observation of interactions with infants or toddlers.
- Visual display of ELSs in action (i.e. photos).
- Observation notes of infants or toddlers, including any referral notes.
- Visual displays of learning activities.
- Implementation of ELSs throughout the program.
- Copies of syllabi or training agendas for observation and assessment.
- Copy of a specialized program design.
### Component 2: 4.2 Influences on Development

<table>
<thead>
<tr>
<th>Competency 1 (C1): Environmental factors</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
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</thead>
<tbody>
<tr>
<td>Knowledge 4.2C1K1</td>
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<tr>
<td>Understands that children are more likely to thrive when they feel physically and emotionally safe and that certain environmental factors can create stress in the lives of infants/toddlers.</td>
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<tr>
<td>Knowledge 4.2C1K2</td>
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<tr>
<td>Understands that environmental factors such as poverty, homelessness, substance abuse, and/or family stress can negatively impact children’s development.</td>
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<tr>
<td>Knowledge 4.2C1K3</td>
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<tr>
<td>Is familiar with tools and procedures for assessing environmental factors and their impacts on children and families.</td>
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<tr>
<td>Knowledge 4.2C1K4</td>
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<tr>
<td>Understands how environmental factors can impact children’s development, behavior, and well-being.</td>
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<tr>
<td>Skill 4.2C1S1</td>
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<tr>
<td>Provides appropriate supervision and interventions to keep infants/toddlers safe, and interacts with children in respectful and responsive ways to build trust and emotional security.</td>
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<tr>
<td>Skill 4.2C1S2</td>
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<tr>
<td>Recognizes signs of stress in infants/toddlers and seeks to mitigate stress by providing warm, responsive, consistent interactions and familiar routines; encourages development of trust between children and adults.</td>
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<tr>
<td>Skill 4.2C1S3</td>
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<tr>
<td>Teaches others how to assess environmental conditions and their impact; generates specific interventions to correct adverse environmental factors and strengthen positive ones; refers families to appropriate agencies for assistance.</td>
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<tr>
<td>Skill 4.2C1S4</td>
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<tr>
<td>Teaches and supervises staff to recognize the impact of specific environmental factors on children’s development, behavior, and well-being; makes recommendations about possible interventions.</td>
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<table>
<thead>
<tr>
<th>Competency 2 (C2): Biological factors</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 4.2C2K1</td>
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<tr>
<td>Understands the concept of temperament and the characteristics associated with various temperaments.</td>
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<tr>
<td>Knowledge 4.2C2K2</td>
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<tr>
<td>Understands that biological factors such as genetic conditions, medical conditions, and prematurity can affect infant/toddler healthy development.</td>
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<tr>
<td>Knowledge 4.2C2K3</td>
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<tr>
<td>Understands the impact of temperament and biological factors on infant/toddler attachment and general development.</td>
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<tr>
<td>Knowledge 4.2C2K4</td>
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<tr>
<td>Has comprehensive knowledge of specific biological factors that could potentially affect infant/toddler development.</td>
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</table>
### Competency 3 (C3): Social factors

<table>
<thead>
<tr>
<th>Knowledge 4.2C3K1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understands that social factors (such as violence, screen media and technology) can impact infant/toddler development.</td>
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</table>

<table>
<thead>
<tr>
<th>Knowledge 4.2C3K2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understands the multifaceted influence of social factors on infant/toddler development within the family context.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 4.2C3K3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows about resources and interventions to address adverse social factors affecting infant/toddler development.</td>
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</table>

<table>
<thead>
<tr>
<th>Knowledge 4.2C3K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Has a comprehensive understanding of the multiple social influences on infant/toddler development within the family context.</td>
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<table>
<thead>
<tr>
<th>Skill 4.2C3S1</th>
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</thead>
<tbody>
<tr>
<td>Draws on knowledge of social factors in order to provide appropriate care (for example, reducing or eliminating screen time).</td>
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</table>

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<thead>
<tr>
<th>Skill 4.2C3S2</th>
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</thead>
<tbody>
<tr>
<td>Draws on knowledge of the impact of social factors to provide individualized care for infants/toddlers and support and resources for families.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 4.2C3S3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accesses resources and designs interventions to address social factors negatively impacting a child’s development.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 4.2C3S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaches others about the multiple social influences on infant/toddler development and recommended interventions, through both policy and practice.</td>
</tr>
</tbody>
</table>
### Competency 4 (C4):

**Cultural factors**

<table>
<thead>
<tr>
<th>Knowledge 4.2C4K1</th>
<th>Knowledge 4.2C4K1</th>
<th>Knowledge 4.2C4K3</th>
<th>Knowledge 4.2C4K1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is aware of diverse family structures and cultural differences in child rearing practices and beliefs.</td>
<td>Understands the importance of culturally consistent early care and education and knows that each child develops within a familial and cultural context.</td>
<td>Knows about resources to provide information about familial and cultural contexts.</td>
<td>Is familiar with the research on family systems and cultural contexts.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 4.2C4S1</th>
<th>Skill 4.2C4S2</th>
<th>Skill 4.2C4S3</th>
<th>Skill 4.2C2S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrates respect for each family’s role as the infant’s or toddler’s primary caregiver and teacher; maintains open, ongoing, respectful communication and relations with families.</td>
<td>Models respect for and support of cultural differences; engages with families to provide culturally consistent care; ensures that family and cultural diversity are reflected in practice with infants/toddlers.</td>
<td>Develops relationships with community resources and uses these resources to learn more about cultural context and provide support for families.</td>
<td>Serves as a resource to colleagues regarding implementing culturally responsive practices and promoting cultural competence in practice with infants/toddlers and their families.</td>
</tr>
</tbody>
</table>

### May Be Evidenced By

- Documentation depicting infant or toddler development (i.e. a documentation panel).
- Copy of family questionnaire designed to collect information on culture and biological history.
- Copies of supervision notes.
- Scheduled interdisciplinary team meetings.
- Consultation notes regarding infant or toddler development and interventions.
<table>
<thead>
<tr>
<th>Component 3: 4.3 Health and Safety</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competency 1 (C1):</td>
<td>□ Knowledge 4.3C1K1</td>
<td>□ Knowledge 4.3C1K2</td>
<td>□ Knowledge 4.3C1K3</td>
<td>□ Knowledge 4.3C1K4</td>
</tr>
<tr>
<td>Children’s nutrition and wellness (combined with) Health and safety policy development and implementation</td>
<td>Is familiar with program policies and procedures related to health and safety, including food preparation, breastfeeding, oral health, diapering and toileting, and environmental safety.</td>
<td>Understands policies and practices needed to promote physical health and wellness in infants/toddlers.</td>
<td>Understands current regulations and research related to nutrition, health, and safety for infants/toddlers.</td>
<td>Is familiar with tools and procedures for evaluating health and wellness for infants/toddlers, including environmental assessments. Understands current state regulations and national recommendations regarding health and safety policies and the current research that informs those regulations and recommendations.</td>
</tr>
<tr>
<td></td>
<td>□ Knowledge 4.3C1K1</td>
<td>□ Knowledge 4.3C1K2</td>
<td>□ Knowledge 4.3C1K3</td>
<td>□ Knowledge 4.3C1K4</td>
</tr>
<tr>
<td>Skill 4.3C1S1</td>
<td>Maintains a safe and healthy environment for infants/toddlers according to program policies and procedures.</td>
<td>Implements program policies and procedures to ensure infant/toddler health and safety, including proper administration of medication; explains program policies and procedures to families; offers input and feedback regarding efficacy of policies and recommendations for improvement.</td>
<td>Develops and implements policies to support: breastfeeding and nutritional needs of infants/toddlers; safe, active physical play indoors and outdoors: physical health and wellness: and mental health and wellness.</td>
<td>Uses appropriate tools and procedures to evaluate the physical and mental health and wellness of infants/toddlers and/or to evaluate the health and safety of their environments. Makes policy recommendations based on assessment data for promoting children’s health and wellness.</td>
</tr>
<tr>
<td>Competency 2 (C2): Health and safety record keeping</td>
<td>Knowledge 4.3C2K1</td>
<td>Knowledge 4.3C2K2</td>
<td>Knowledge 4.3C2K3</td>
<td>Knowledge 4.3C2K4</td>
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<td></td>
<td>Understands the importance of respecting the confidentiality of infants/toddlers and their families when reviewing health records and reporting safety issues.</td>
<td>Fully understands program policies related to health and safety record keeping, including required reporting of childhood illnesses, reporting of accidents and injuries, and medication administration.</td>
<td>Is familiar with and can access current state regulations and national recommendations regarding health and safety record keeping and explains a system for maintaining and updating records of children and staff.</td>
<td>Understands current state regulations and national recommendations regarding health and safety record keeping for infant/toddler programs and current research informing those regulations and recommendations.</td>
</tr>
<tr>
<td>Skill 4.3C2S1</td>
<td>Maintains confidentiality about children’s and families’ health and safety records and follows program policy in reporting to families about accidents or injuries sustained by infants/toddlers, including biting incidents.</td>
<td>Skill 4.3C2S2</td>
<td>Skill 4.3C2S3</td>
<td>Skill 4.3C2S4</td>
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<td>Implements program policies related to health and safety record keeping, including reporting as needed on childhood illnesses, reporting to families about accidents or injuries, and keeping records of medication administration.</td>
<td>Ensures that: program policies align with current state regulations and national recommendations regarding health and safety record keeping; staff and families know about program policies; and all health and safety records are up to date.</td>
<td>Provides training and professional development for staff and families related to health and safety regulations and recommendations and how these should influence program policies and practices.</td>
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</table>
### Competency 4 (C4): Emergency response and preparedness planning

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<thead>
<tr>
<th>Knowledge 4.3C4K1</th>
<th>Knowledge 4.3C4K2</th>
<th>Knowledge 4.3C4K3</th>
<th>Knowledge 4.3C4K4</th>
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</thead>
<tbody>
<tr>
<td>Is familiar with program policies regarding emergency procedures, such as evacuation policies.</td>
<td>Understands program policies related to emergency preparedness and response.</td>
<td>Is familiar with and can access state regulations and national recommendations regarding emergency preparedness and response and understands that these regulations and recommendations should inform program policies and procedures.</td>
<td>Understands current state regulations and national recommendations regarding emergency preparedness and response and the current research that informs those regulations and recommendations.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 4.3C4S1</th>
<th>Skill 4.3C4S2</th>
<th>Skill 4.3C4S3</th>
<th>Skill 4.3C4S4</th>
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<tbody>
<tr>
<td>Follows program policies regarding emergency procedures, including safety and evacuation procedures for infants and toddlers (ex.: evacuation crib for infants).</td>
<td>Implements program policies for emergency preparedness, including fire and evacuation drills, and emergency response; explains these policies to families and provides reassuring support to infants/toddlers.</td>
<td>Develops program policies for emergency preparedness and response, aligned with state regulations and national recommendations; oversees implementation of policies and procedures and explains their necessity to families and staff; solicits input and feedback regarding efficacy of policies and recommendations for improvement.</td>
<td>Provides training and consultation related to emergency preparedness and response policy development and implementation.</td>
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</table>
### Competency 5 (C5): Child abuse and neglect

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<tr>
<th>Knowledge 4.3C5K1</th>
<th>Knowledge 4.3C5K2</th>
<th>Knowledge 4.3C5K3</th>
<th>Knowledge 4.3C5K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows about signs and symptoms of child abuse and neglect in infants/toddlers and mandated child abuse and neglect reporting.</td>
<td>Has comprehensive knowledge of child abuse and neglect as well as strategies for preventing child abuse and neglect and identifies protective factors in families of infants/toddlers.</td>
<td>Has comprehensive knowledge of state regulations and national recommendations related to preventing child abuse and neglect as well as requirements for reporting, and understands how these regulations and recommendations should inform program policies and procedures.</td>
<td>Understands current state regulations and national recommendations related to preventing child abuse and neglect as well as requirements for reporting and is familiar with current research regarding preventive and protective factors as well as risk factors.</td>
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<tr>
<th>Skill 4.3C5S1</th>
<th>Skill 4.3C5S2</th>
<th>Skill 4.3C5S3</th>
<th>Skill 4.3C5S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follows program policy and state regulations in reporting concerns about possible child abuse and/or neglect.</td>
<td>Establishes trusting relationships with infants/toddlers and families; implements program policies and state regulations related to preventing and reporting child abuse and neglect.</td>
<td>Develops and implements program policies and procedures for preventing child abuse and neglect and reporting abuse and neglect, in alignment with state regulations and national recommendations. Ensures that staff are well trained in preventing, recognizing, and reporting child abuse and neglect.</td>
<td>Evaluates program policies regarding prevention and reporting of child abuse and neglect and consults with program to assist in development or enhancement of policies.</td>
</tr>
</tbody>
</table>
### Competency 6 (C6): Child Care Licensing Rules

#### Knowledge

4.3C6K1
Is familiar with child care licensing regulations that affect daily work with infants/toddlers and families.

http://www.dhhs.nh.gov/

4.3C6K2
Understands the purpose of regulatory requirements and knows and can access state child care licensing regulations.

http://www.dhhs.nh.gov/

4.3C6K3
Is thoroughly familiar with and can access state licensing rules and understands how they should inform program policies and practices.

http://www.dhhs.nh.gov/

4.3C6K4
Understands current research on children’s development and how this informs child care licensing rules, as well as correlations between state rules and other professional standards.

#### Skill

4.3C6S1
Follows all relevant child care licensing rules, including but not limited to regulations related to environmental safety, children’s health and nutrition, positive interactions with children, and releasing children only to authorized persons.

4.3C6S2
Maintains compliance with state licensing rules; explains regulations to families as needed.

4.3C6S3
Ensures that all program policies and practices are in compliance with state licensing rules and seeks clarification if questions arise about a particular regulation. Articulates for staff and families the rationale for policies, regulations, and standards.

4.3C6S4
References state child care licensing rules in college course syllabi/resources and/or in training presentations regarding health and safety for infants and toddlers. Makes recommendations for updating state rules based on current research and national recommendations for best practice with infants and toddlers.

### May Be Evidenced By

- Copy of performance evaluation for following program health and safety policies and procedures.
- Observation and assessment of the infant or toddler environment for health and safety components.
- Copy of program health and safety policies.
- Copy of emergency preparedness plan.
- Copy of infant or toddler environment assessment.
- Consultation notes regarding health and safety and/or emergency preparedness.
## Component 4: 4.4 Application of Knowledge to Practice

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<tr>
<th>Foundational</th>
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<th>Specialist</th>
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<tbody>
<tr>
<td><strong>Competency 1 (C1):</strong> Child development theories</td>
<td>□ Knowledge 4.4C1K1</td>
<td>□ Knowledge 4.4C1K2</td>
<td>□ Knowledge 4.4C1K3</td>
</tr>
<tr>
<td>Is familiar with general developmental characteristics of infants and toddlers and understands the importance of strong attachments between infants/toddlers and their caregivers.</td>
<td>Is familiar with significant theories of child development and understands how these theories can inform practice with infants/toddlers.</td>
<td>Understands significant theories of child development and is familiar with current research on infant/toddler development.</td>
<td>Understands significant theories of child development and recognizes that child development theories reflect particular cultural and historical perspectives. Explains current theory on infant/toddler development, including brain development.</td>
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<tr>
<td>□ Skill 4.4C1S1</td>
<td>□ Skill 4.4C1S2</td>
<td>□ Skill 4.4C1S3</td>
<td>□ Skill 4.4C1S4</td>
</tr>
<tr>
<td>Supports infant and toddler development and learning through responsive interactions and builds trusting relationships with infants/toddlers and families.</td>
<td>Draws on theoretical knowledge to design environments and experiences that support infant/toddler development and learning. Models responsive interactions to build trusting relationships and strong attachments.</td>
<td>Develops program policies that are informed by theoretical knowledge. Teaches staff and families about relevant child development theories and their implications for practice.</td>
<td>Considers and evaluates theoretical basis for various assessments of infant/toddler development. Consults with and/or teaches professionals who work with or on behalf of infants/toddlers on Competencies of development.</td>
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### Competency 2 (C2): Research-based practices

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<td>4.4C2K1</td>
<td>4.4C2K2</td>
<td>4.4C2K3</td>
<td>4.4C2K4</td>
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<tr>
<td>Is aware that brain research has revealed infants’ and toddlers’ capacities for learning and that responsive relationships are crucial for learning.</td>
<td>Is familiar with basic findings from brain research and its implications for infant and toddler programs and practices.</td>
<td>Has current knowledge of brain research and its implications for infant/toddler programs and practices and provides staff training and parent education based on research.</td>
<td>Has comprehensive understanding of brain research and its implications for programs and practices affecting infants and toddlers and their families, as well as other research findings that relate to the development of children under 3.</td>
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<td>4.4C2S3</td>
<td>4.4C2S4</td>
</tr>
<tr>
<td>Engages in responsive, serve-and-return interactions with infants and toddlers and provides opportunities for exploration and play.</td>
<td>Designs environments that offer opportunities for exploration, play, and sensory experiences. Builds trusting, responsive relationships with infants and toddlers and provides appropriate scaffolding to help infants and toddlers develop and reinforce new understandings and skills.</td>
<td>Ensures that programs incorporate research-based practices and provides up-to-date information on research-based practices to staff and families.</td>
<td>Designs programs based on current research-based practices and/or provides professional development opportunities about research findings and their implications for practice.</td>
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Competency 3 (C3):
Developmentally appropriate practice

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<th>Knowledge</th>
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<tr>
<td>4.4C3K1</td>
<td>4.4C3K2</td>
<td>4.4C3K3</td>
<td>4.4C3K4</td>
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<tr>
<td>Understands the importance of providing experiences and interactions for individual infants or toddlers based on the child’s developmental stage.</td>
<td>Understands the benefits and desirability of developmentally, individually, and culturally appropriate curriculum and interactions for infants and toddlers.</td>
<td>Relates the principles of child development and learning to developmentally appropriate practice, as well as individually and culturally appropriate practice.</td>
<td>Has current knowledge of principles of child development and learning that inform developmentally, individually, and culturally appropriate practice, as well as research findings that could influence practice.</td>
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<td>4.4C3S2</td>
<td>4.4C3S3</td>
<td>4.4C3S4</td>
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<tr>
<td>Interacts with each infant or toddler in ways that are appropriate for his/her developmental age. Models the use of language and non-verbal communication to express feelings, establish interpersonal relationships, and resolve problems and appropriately engages in children’s play.</td>
<td>Engages in interactions and plans learning experiences that are appropriate for each child’s developmental stage, individual abilities, temperament, needs, and cultural and familial context. Encourages children to build relationships with each other and engage in prosocial behaviors and helps children develop appropriate self-help skills and self-regulating behaviors.</td>
<td>Ensures that the program promotes the optimal growth and development of each individual child in all developmental domains; articulates the principles of developmentally appropriate practice and how they inform the program’s curriculum and routines.</td>
<td>Provides training and professional development to enhance the ability of staff and families to implement developmentally, individually, and culturally appropriate practices with infants and toddlers.</td>
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Fourth Edition of NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES
February 9, 2015

<table>
<thead>
<tr>
<th>Competency 4 (C4): Learning environments</th>
<th>Knowledge 4.4C4K1</th>
<th>Knowledge 4.4C4K2</th>
<th>Knowledge 4.4C4K3</th>
<th>Knowledge 4.4C4K4</th>
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<td>4.4C4K1</td>
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<tr>
<td>Understands the impact of the environment on children’s development and learning.</td>
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<td>4.4C4K2</td>
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<tr>
<td>Explains that infants and toddlers thrive in environments that are healthy, respectful, supportive and challenging.</td>
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<td>4.4C4K3</td>
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<tr>
<td>Articulates that infants and toddlers grow and develop within multiple contexts and learn in a variety of environments.</td>
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<td>4.4C4K4</td>
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<tr>
<td>Knows how to assess infant/toddler environments and how to modify environments to meet the needs of infants and toddlers, including those with developmental delays.</td>
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| Skill 4.4C4S1                          |                 |                  |                  |                  |
| □ Skill 4.4C4S1                        |                 |                  |                  |                  |
| Ensures that the environment is safe and healthy and promotes a sense of security through consistent routines and positive interactions including reading, singing, and talking to and with infants/toddlers indoors and outdoors. |                 |                  |                  |                  |
| □ Skill 4.4C4S2                        |                 |                  |                  |                  |
| Creates environments that are healthy, respectful, supportive and challenging for each individual infant or toddler and ensures that the environment reflects respect for each child’s culture, home language, individual abilities or disabilities, family context, and community. Provides opportunities for each child to make meaning from his or her experience through play, activity, and guided investigations. |                 |                  |                  |                  |
| □ Skill 4.4C4S3                        |                 |                  |                  |                  |
| Collaborates with families and community partners, as well as staff and program specialists to promote children’s safety, well-being, and learning in all settings (home, in child care settings, in therapeutic and medical settings, in parks and the outdoors, and in the community). |                 |                  |                  |                  |
| □ Skill 4.4C4S4                        |                 |                  |                  |                  |
| Evaluates infant/toddler environments using assessment tools such as the ITERS (Infant Toddler Environment Rating Scale) and provides consultation to programs to improve quality of learning environments for infants/toddlers. |                 |                  |                  |                  |

http://ers.fpg.unc.edu/node/84
### Competency 5 (C5):

**Culturally responsive early childhood programs**

<table>
<thead>
<tr>
<th>Knowledge 4.4C5K1</th>
<th>Recognizes that each child’s unique familial and cultural context influences the child’s development and learning and that child rearing beliefs and practices are culturally influenced.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 4.4C5K2</td>
<td>Knows strategies and resources for learning from and about families’ cultural contexts, beliefs and practices about child rearing, and goals for their children.</td>
</tr>
<tr>
<td>Knowledge 4.4C5K3</td>
<td>Understands the influence of familial and cultural contexts on children’s development and learning and recognizes the benefits of culturally responsive, anti-bias early care and education.</td>
</tr>
<tr>
<td>Knowledge 4.4C5K4</td>
<td>Identifies policies and practices that are most likely to promote cultural competence and responsiveness in work with infants and toddlers and their families.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 4.4C5S1</th>
<th>Demonstrates respect for each child’s unique familial and cultural context and recognizes that culture influences one’s own approach to child care and understandings of child development and is open to other perspectives.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill 4.4C5S2</td>
<td>Incorporates knowledge of families’ cultural contexts, beliefs and practices about child rearing, and goals for their children into curriculum, routines, and interactions with infants/toddlers to provide individually and culturally responsive care.</td>
</tr>
<tr>
<td>Skill 4.4C5S3</td>
<td>Designs program policies to promote culturally responsive, anti-bias early care and education and to respect families’ values and goals for their infants/toddlers.</td>
</tr>
<tr>
<td>Skill 4.4C5S4</td>
<td>Provides training and professional development about culturally responsive, anti-bias early care and education and makes recommendations about policies and practices that promote cultural competence and responsiveness in infant/toddler settings.</td>
</tr>
</tbody>
</table>

### May Be Evidenced By

- Observation of engagement in active play with infants or toddlers.
- Following consistent routines as set by the program.
- Copies of developmentally appropriate learning activity plans for individual infants or toddlers.
- Assessment of the learning environment created for infants or toddlers.
- Visual displays and/or resource room/area available to staff and families with information about developmentally and culturally appropriate practices.
- Copy of training designed for staff or families about developmentally and culturally appropriate practices with infants and toddlers.
### Core Knowledge 5
**Observing, Documenting, Assessing**

<table>
<thead>
<tr>
<th>Component 1: 5.1 Reflective Practice</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
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<tbody>
<tr>
<td><strong>Competency 1 (C1): Philosophy of education</strong></td>
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<td>Competency 3 (C3):</td>
<td>Knowledge 5.1C3K1 Recognizes the bias inherent in – and the impact of one’s own role on – an assessment process.</td>
<td>Knowledge 5.1C3K2 Understands the role of the teacher in infant/toddler learning and development.</td>
<td>Knowledge 5.1C3K3 Knows that supervision of assessment is essential to improve staff/program practice and effectiveness.</td>
<td>Knowledge 5.1C3K4 Appreciates that the array of assessment tools and methods is constantly evolving.</td>
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<td>Skill 5.1C3S1 Reviews documentation, screening and assessment to assure that personal bias is not included.</td>
<td>Skill 5.1C3S2 Assesses the impact of his/her own interactions and practices on learning and development.</td>
<td>Skill 5.1C3S3 Evaluates own ability to use assessment results to improve staff/program practice and effectiveness.</td>
<td>Skill 5.1C3S4 Reflects on his/her process for selecting tools for assessing individual children.</td>
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<td>Competency 4 (C4)</td>
<td>Knowledge 5.1C4K1 Identifies observation and documentation as the basis for individualized program planning.</td>
<td>Knowledge 5.1C4K2 Understands that analyzing observations and documentation is essential to making decisions about practices that support learning and development.</td>
<td>Knowledge 5.1C4K3 Combines families’ communication regarding their needs and goals for their infants and toddlers with assessment results to meet child needs.</td>
<td>Knowledge 5.1C4K4 Creates effective strategies to promote classroom action research in adult learning for child professionals.</td>
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<td>Skill</td>
<td>5.1C4S1 Practices observation and documentation as part of the process of planning individually appropriate experiences for infants/toddlers.</td>
<td>Skill</td>
<td>5.1C4S2 Analyzes observations and documentation and uses the information to make decisions about practices that support infant/toddler learning and development.</td>
<td>Skill</td>
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<td>May Be Evidenced By:</td>
<td>Records of professional development to improve knowledge and analysis of skills.</td>
<td>Individualized plans for infants/toddlers contain observation documentation and assessment from multiple sources.</td>
<td>Program policy guidelines that include the system used to assure inclusion of family communication in the analysis of observation documentation and assessment of individual children.</td>
<td>Materials and evaluations from trainings conducted.</td>
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<td>Component 2: 5.2 Documentation of Curriculum and Learning</td>
<td>Foundational</td>
<td>Intermediate</td>
<td>Advanced</td>
<td>Specialist</td>
</tr>
<tr>
<td>Competency 1 (C1): Methods and tools</td>
<td>Knowledge 5.2C1K1 Recognizes that tools for documentation of curriculum and learning exist.</td>
<td>Knowledge 5.2C1K2 Compares a wide variety of tools used for documentation of curriculum and learning.</td>
<td>Knowledge 5.2C1K3 Explains that all documentation, regardless of method, needs to be well organized, well written, and strength based.</td>
<td>Knowledge 5.2C1K4 Describes how to develop instructional materials for professionals based on knowledge of curriculum and learning theories and practice.</td>
</tr>
</tbody>
</table>
**Skill 5.2C1S1**
Practices using a variety of tools for documentation of curriculum and learning.

**Skill 5.2C1S2**
Chooses documentation tools and methods based on the purpose and method of observation of curriculum and learning.

**Skill 5.2C1S3**
Edits and provides feedback regarding supervisee’s documentation to assure that content is well organized, well written, and strength-based.

**Skill 5.2C1S4**
Develops appropriate instructional materials and evaluation tools for professionals to meet the needs of the intended audiences.

**Knowledge 5.2C2**
Understands the need for using family-friendly and culturally competent language in all documentation regarding children.

**Knowledge 5.2C2K2**
Appreciates that strength-based language helps to articulate to families and communities the essence of child growth and development as well as curriculum and learning.

**Knowledge 5.2C2K3**
Relates that documentation of curriculum and learning needs to be intentional and culturally appropriate for the intended audience.

**Knowledge 5.2C2K4**
Knows how to develop instructional materials for professionals to improve cultural competency, strength-based language and family accessible formats.

**Skill 5.2C2S1**
Participates with teachers and/or directors in culturally competent discussions with families regarding observations of their child.

**Skill 5.2C2S2**
Selects pertinent information to document and share with families and uses strength-based language that aligns with the family’s cultural context in documentation of curriculum and learning.

**Skill 5.2C2S3**
Chooses culturally appropriate approaches to documentation to communicate curriculum and learning concepts and to meet the needs of the intended audience.

**Skill 5.2C2S4**
Develops instructional materials for professionals to improve cultural competency, strength-based language and family accessible formats.
### Competency 3 (C3):
**Documentation for planning of curriculum and learning environments**

<table>
<thead>
<tr>
<th>Knowledge 5.2C3K1</th>
<th>Knowledge 5.2C3K2</th>
<th>Knowledge 5.2C3K3</th>
<th>Knowledge 5.2C3K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>States a personal philosophy that each infant or toddler’s development should be addressed in documentation of curriculum and learning.</td>
<td>Recognizes that documented observations support individuals, the environment, and the planning of curriculum and learning.</td>
<td>Knows that curriculum plans need to be responsive to the needs of individual infants/toddlers.</td>
<td>Explains how professional groups can improve their use of documentation for planning curriculum and learning environments for infants/toddlers.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.2C3S1</th>
<th>Skill 5.2C3S2</th>
<th>Skill 5.2C3S3</th>
<th>Skill 5.2C3S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practices addressing each infant or toddler’s development in documentation of curriculum and learning.</td>
<td>Interprets and analyzes accumulated documentation to identify areas of strength or challenges and uses this information to develop more responsive and appropriate programs for individual infants/toddlers.</td>
<td>Reviews supervisee’s documentation to ensure that curriculum plans are responsive to the needs of individual infants/toddlers.</td>
<td>Engages and collaborates with professional groups to improve their use of documentation for planning curriculum and learning environments for infants/toddlers.</td>
</tr>
</tbody>
</table>

#### May Be Evidenced By:
- Records of observations of infants/toddlers.
- Documents that include daily experiences and activities for infants/toddlers through photographs, videos, and samples of productions by infants/toddlers.
- On-going records of infants’ or toddlers’ development and evidence of linkage to curriculum plans.
- Written communication to families.
- Supervision notes that reference discussions to improve documentation and the use of documentation for planning of curriculum and learning.
- Materials used in and evaluations of instructional presentations to professionals.
- Recommendations to directors and administrators developed to improve staff documentation of curriculum and learning.
### Component 3: 5.3 Assessment of Children’s Development

<table>
<thead>
<tr>
<th>Competency</th>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Competency 1 (C1): Informal and formal assessment tools and methods</strong></td>
<td>□ Knowledge 5.3C1K1 Recognizes that there are formal and informal assessment tools.</td>
<td>□ Knowledge 5.3C1K2 Describes types, purposes, benefits, and limitations of formal and informal assessment tools and methods.</td>
<td>□ Knowledge 5.3C1K3 Classifies an array of formal and informal assessment tools and methods for different purposes and settings.</td>
<td>□ Knowledge 5.3C1K4 Understands principles for developing assessment tools and methods and is familiar with the research base.</td>
</tr>
<tr>
<td><strong>Skill 5.3C1S1</strong> Provides accurate descriptions of observed behaviors as an informal assessment measure.</td>
<td>□ Skill 5.3C1S2 Selects assessment instruments and tools that promote authentic, developmentally and culturally appropriate assessment and conducts formal and informal assessments in various settings.</td>
<td>□ Skill 5.3C1S3 Implements procedures to ensure that staff choose informal and formal assessment tools and methods appropriate to the infant/toddler, purpose and setting.</td>
<td>□ Skill 5.3C1S4 Develops assessment tools and methods based on research.</td>
<td></td>
</tr>
<tr>
<td><strong>Competency 2 (C2): Systematic assessment of children’s learning and development</strong></td>
<td>□ Knowledge 5.3C2K1 Explains that the general process of assessment includes gathering and using information from a variety of people and methods.</td>
<td>□ Knowledge 5.3C2K2 Identifies ways to apply child development theory to observations of infants/toddlers.</td>
<td>□ Knowledge 5.3C2K3 Understands the appropriate and ethical use of assessments to gain information about learning and development for infants/toddlers.</td>
<td>□ Knowledge 5.3C2K4 Knows local, state, and national curricular standards and the interrelation of curriculum, instruction, and assessment.</td>
</tr>
<tr>
<td>Skill 5.3C2S1</td>
<td><em>Asks family and other familiar adults about their infants or toddler’s activities and behaviors at home and observes children during daily routines and activities.</em></td>
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</tr>
<tr>
<td>Skill 5.3C2S2</td>
<td><em>Creates a developmental profile for each infant/toddler using observations, anecdotal notes, and formal and informal assessments.</em></td>
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<tr>
<td>Skill 5.3C2S3</td>
<td><em>Reviews program policies and/or documentation of screening and assessments to determine appropriateness, including the inclusion of family participation in the process; provides feedback on documentation and advocates for appropriate use of assessment results.</em></td>
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<tr>
<td>Skill 5.3C2S4</td>
<td><em>Aligns results of observations and assessments with other parts of the curriculum, including content standards and local, state, and federal regulations.</em></td>
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</tbody>
</table>

**Competency 3 (C3):**

**Family, community and cultural contexts: impact on child performance**

| Knowledge 5.3C3K1 | *Respects the value of conducting initial and ongoing assessment in the context of the infant or toddler’s natural environment, including within the child’s day-to-day family routines and in his/her early care and education setting.* |
| Knowledge 5.3C3K2 | *Perceives assessment as an ongoing, dynamic process of aligning with family, community and cultural contexts to discover issues and what works well for the infant/toddler.* |
| Knowledge 5.3C3K3 | *Discusses the importance of the parent/child relationship including attachment in infant/toddler learning and development and its impact on the assessment process.* |
| Knowledge 5.3C3K4 | *Knows about relevant and appropriate assessments of the parent/child relationship including attachment with an infant or toddler.* |
### Competency 4 (C4): Family, community and cultural contexts for assessment

<table>
<thead>
<tr>
<th>Skill 5.3C4S1</th>
<th>Knowledge 5.3C4K1</th>
<th>Knowledge 5.3C4K2</th>
<th>Knowledge 5.3C4K3</th>
<th>Knowledge 5.3C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrates respect to family members by listening to their perspectives on observed behaviors of their infant/toddler and desired outcomes.</td>
<td>Recognizes that language and culture should influence the choice of assessment process, tools, and methodology.</td>
<td>Understands that assessment is a collaborative process between the person conducting the assessment and the infant/toddler, family, and others most familiar with the child.</td>
<td>Explains the necessity for assessments that are family-directed and designed to determine the resources, priorities, and concerns of the family regarding infant/toddler development.</td>
<td>Anticipates potential negative influences on the assessment process and results.</td>
</tr>
<tr>
<td>Considers the potential impact of the assessment tools, methods and environment on the results.</td>
<td>Uses the DC 0-3 Parent Infant Relationship Global Assessment Scale (PIRGAS) in the assessment and diagnostic process, along with specific formal protocols, such as the Crowell, the Marshak, and/or the Emotional Availability Scale, with specific training and supervision.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 5.3C4S2</th>
<th>Knowledge 5.3C4K1</th>
<th>Knowledge 5.3C4K2</th>
<th>Knowledge 5.3C4K3</th>
<th>Knowledge 5.3C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Integrates information from family and professionals into the assessment process.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 5.3C4S3</th>
<th>Knowledge 5.3C4K1</th>
<th>Knowledge 5.3C4K2</th>
<th>Knowledge 5.3C4K3</th>
<th>Knowledge 5.3C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advocates for the ongoing involvement of families in the assessment and goal setting process and for responsible assessment processes that reflect cultural/linguistic and environmental influences.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 5.3C4S4</th>
<th>Knowledge 5.3C4K1</th>
<th>Knowledge 5.3C4K2</th>
<th>Knowledge 5.3C4K3</th>
<th>Knowledge 5.3C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creates models for implementing responsible assessment processes that reduce and/or eliminate negative influences on the assessment results.</td>
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<tr>
<td>Competency 5 (C5):</td>
<td>Knowledge 5.3C5K1: Understands that the intention of an ongoing process of assessment is to best determine both the unique needs and strengths of infants/toddlers across all developmental areas.</td>
<td>Knowledge 5.3C5K2: Recognizes that assessment of a behavior can identify its use as a response or reaction to many factors and, therefore, lead to appropriate responses and accommodations to the curriculum and environment.</td>
<td>Knowledge 5.3C5K3: Understands the need for comprehensive assessments using a variety of methods and tools to gather information about individual infants/toddlers that can inform teaching and learning.</td>
<td>Knowledge 5.3C5K4: Knows how to assist programs to use assessment results to individualize teaching and learning.</td>
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<tr>
<td>Assessment as a guide to individualized teaching and learning</td>
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</tr>
<tr>
<td>Skill 5.3C5S1: Observes what infants/toddlers can do on their own and what they can do with adult scaffolding.</td>
<td>Skill 5.3C5S2: With supervision, applies assessment results in determining child outcomes, early interventions, and strategies to best meet the infant or toddler’s needs.</td>
<td>Skill 5.3C5S3: Administers assessments that include observations, developmental checklists, documentation, parent interviews, and other tools to learn more about individual infants/toddlers.</td>
<td>Skill 5.3C5S4: Consults with programs to develop capacity to individualize teaching and learning.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Competency 6 (C6):</th>
<th>Knowledge 5.3C6K1: Understands that infants/toddlers with significant variations in development and learning require referrals for further assessment.</th>
<th>Knowledge 5.3C6K2: Explains the point of entry and eligibility criteria for the state’s Part C/Early Intervention System.</th>
<th>Knowledge 5.3C6K3: Describes the intent and mandates of special education laws, particularly with regard to referrals for Part C./Early Intervention services</th>
<th>Knowledge 5.3TK4: Identifies how to use assessment results for the purpose of referring to appropriate resources.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referral practices</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
### Competency 7 (C7): IFSP/IEP processes

<table>
<thead>
<tr>
<th>Knowledge 5.3C7K1</th>
<th>Summarizes the importance of following through with activities prescribed in the Individual Family Service Plans (IFSP).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 5.3C7K2</td>
<td>Demonstrates an awareness of legal and regulatory requirements for the development, implementation and evaluation of IFSPs.</td>
</tr>
<tr>
<td>Knowledge 5.3C7K3</td>
<td>Reflects on need for consultation and supervision with staff to support the implementation of IFSPs.</td>
</tr>
<tr>
<td>Knowledge 5.3C7K4</td>
<td>Knows the components and requirements of quality implementation of IFSPs.</td>
</tr>
<tr>
<td>Skill 5.3C7S1</td>
<td>Follows through with activities prescribed in IFSPs.</td>
</tr>
<tr>
<td>Skill 5.3C7S2</td>
<td>Participates in the planning, implementation, and monitoring of IFSPs.</td>
</tr>
<tr>
<td>Skill 5.3C7S3</td>
<td>Assures that staff implement relevant parts of IFSPs.</td>
</tr>
<tr>
<td>Skill 5.3C7S4</td>
<td>Analyzes and evaluates IFSPs to ensure proper implementation and family involvement; provides information on coordinating referrals with the family and other care providers, such as medical and dental homes, therapists, and additional child care providers.</td>
</tr>
</tbody>
</table>
### Competency 8 (C8): Family engagement in assessment and referral

<table>
<thead>
<tr>
<th>Knowledge 5.3C8K1</th>
<th>Expresses the belief that families are the “best experts” on their infants/toddlers during all assessment and goal setting procedures.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 5.3C8K2</td>
<td>Appreciates the importance of family partnership in determining goals for the infant/toddler and contemplates possible supports and/or barriers for involving families in the assessment and referral process.</td>
</tr>
<tr>
<td>Knowledge 5.3C8K3</td>
<td>Describes strategies to engage and communicate with families about screening, assessment and referral.</td>
</tr>
<tr>
<td>Knowledge 5.8C8K4</td>
<td>Explains how to facilitate family team meetings.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.3C8S1</th>
<th>Participates in family conferences and observes methods of involving families in the processes of observation, screening, and assessment.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skill 5.3C8S2</td>
<td>Works with families to identify strengths, concerns and goals as part of the assessment and referral process.</td>
</tr>
<tr>
<td>Skill 5.3C8S3</td>
<td>Assists family to make initial contacts with appropriate professionals and/or agencies and collaborates with program staff on strategies to engage and communicate with families about screening, assessment and referral.</td>
</tr>
<tr>
<td>Skill 5.8C8S4</td>
<td>Facilitates family team meetings to review assessment results, generate treatment goals and develop a plan to achieve the goals in accordance with best practices.</td>
</tr>
</tbody>
</table>

### Competency 9 (C9): Observations to build effective relationships with learners

<table>
<thead>
<tr>
<th>Knowledge 5.3C9K1</th>
<th>Understands that observation is an effective way to individualize strategies to develop a relationship with an infant/toddler.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 5.3C9K2</td>
<td>Recognizes the impact adults have on the relationship building process with infants/toddlers.</td>
</tr>
<tr>
<td>Knowledge 5.3C9K3</td>
<td>Observes supervisee’s interactions with an infant or toddler to understand his/her unique ways of communicating.</td>
</tr>
<tr>
<td>Knowledge 5.3C9K4</td>
<td>N/A</td>
</tr>
<tr>
<td>Skill 5.3C9S1</td>
<td>Uses observation to learn about infants/toddlers in the early care and education setting in order to build responsive relationships.</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Skill 5.3C9S2</td>
<td>Engages in responsive, respectful and reciprocal interactions with infants/toddlers.</td>
</tr>
<tr>
<td>Skill 5.3C9S3</td>
<td>Offers supervisee respectful feedback regarding his/her interactions with infants/toddlers.</td>
</tr>
<tr>
<td>Skill 5.3C9S4</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Competency 10 (C10): Responsibility to educate stakeholders and improve assessment practices in the field**

| Knowledge 5.3C10K1 | N/A |
| Knowledge 5.3C10K2 | N/A |
| Knowledge 5.3C10K3 | N/A |
| Knowledge 5.3C10K4 | Knows how to effectively communicate information regarding best practices in assessment to the professionals and the general public. |

| Skill 5.3C10S1 | N/A |
| Skill 5.3C10S2 | N/A |
| Skill 5.3C10S3 | N/A |
| Skill 5.3C10S4 | Disseminates information to professionals and the general public on the strengths and weaknesses of assessment methodologies for early childhood programming including information on best practices in assessment. |
May Be Evidenced By:

- Written documentation of observations of infants/toddlers.
- Participation in the referral process.
- Supervision notes indicating implementation of IFSPs in the classroom.

- Developmental profiles of infants/toddlers, using observations, anecdotal notes, and formal and informal assessments.
- Referral documentation.
- Communications with families regarding the referral process.
- Curriculum plans showing accommodations and modifications made based on assessment information.

- Assessments of parent/infant/toddler relationships and attachment.
- Documentation of assessments administered.
- Reviews of program practices and policies related to referrals and delivery of Part C/Early Intervention services within the program.
- Documentation of supervision of program staff.

- Advocacy at the program, state and national level.
- Documentation of assessment tools developed.
- Communications with professionals and the public sector related to assessment.
- Interpretations and reports of assessment results.
- Analysis of IFSPs with recommendations.

Component 4: 5.4 Communication of Documentation and Assessment

<table>
<thead>
<tr>
<th>Foundational</th>
<th>Intermediate</th>
<th>Advanced</th>
<th>Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge 5.4C1K1 Identifies the teams’ goals, purposes and outcomes.</td>
<td>Knowledge 5.4C1K2 Explains the benefits of taking an active role in team functions surrounding children and their families.</td>
<td>Knowledge 5.4C1K3 Describes the requirements of the leadership role in an assessment team in the evaluation of children.</td>
<td>Knowledge 5.4C1K4 Knows how to develop and maintain collaborative teams.</td>
</tr>
<tr>
<td>Skill 5.4C1S1 Complies with team’s expectations to work toward the goals, purposes and outcomes in all work with infants/toddlers.</td>
<td>Skill 5.4C1S2 Represents the interest of the infant/toddler and family in the assessment team.</td>
<td>Skill 5.4C1S3 Facilitates the assessment team, invites the appropriate specialists to assist the assessment team, and provides guidance and support for staff members.</td>
<td>Skill 5.4C1S4 Collaborates with program staff, families and consultants to support assessment teams in evaluations of infants/toddlers.</td>
</tr>
<tr>
<td>Competency 2 (C2): Strategies for communicating in developmentally and culturally appropriate ways</td>
<td>Knowledge 5.4C2K1</td>
<td>Understands that families come from various cultural and familial backgrounds.</td>
<td>Knowledge 5.4C2K2</td>
</tr>
<tr>
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</tr>
<tr>
<td>Skill 5.4C2S1</td>
<td>Uses knowledge of families to communicate with them daily about their infants/toddlers.</td>
<td>Skill 5.4C2S2</td>
<td>Uses various observation tools to gather evidence of infant/toddler development and uses knowledge of individual families to communicate effectively.</td>
</tr>
<tr>
<td>Competency 3 (C3): Confidentiality in child and family assessment</td>
<td>Knowledge 5.4C3K1</td>
<td>States the guidelines and rationale behind confidentiality in the context of ethical conduct.</td>
<td>Knowledge 5.4C3K2</td>
</tr>
<tr>
<td>Skill 5.4C3S1</td>
<td>Protects confidentiality in the context of ethical conduct.</td>
<td>Skill 5.4C3S2</td>
<td>Demonstrates respect for confidentiality when relating information to those within the team.</td>
</tr>
</tbody>
</table>
May Be Evidenced By:

- Minutes of team planning meetings attended.
- Documentation of professional development in cultural diversity of families and/or ethical conduct guidelines.
- Minutes of family conferences highlighting goals for infants/toddlers.
- Documentation of professional development in communicating with families.
- Signed permission forms that permit communication between agencies, program and family.
- Goals/outcomes for program and/or individual infants/toddlers.
- Assessment reports.
- Attendance sheets and/or handouts associated with staff trainings that address issues associated with infant/toddler assessment.
- Family conference notes.
- Notes from collaborative meetings.
- Training curricula.
- Sample confidentiality protocols.

Component 5: 5.5 Program Assessment

<table>
<thead>
<tr>
<th>Competency 1 (C1): Reflection on vision, mission and values</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundational</strong></td>
</tr>
<tr>
<td>Knowledge 5.5C1K1</td>
</tr>
<tr>
<td>Skill 5.5C1S1</td>
</tr>
</tbody>
</table>
## Competency 2 (C2):
### Methods, tools and strategies

<table>
<thead>
<tr>
<th>Knowledge 5.5C2K1</th>
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</thead>
<tbody>
<tr>
<td>Understands that assessments are used to improve program quality.</td>
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</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C2K2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognizes appropriate assessment methods, tools and strategies to determine if programming addresses all domains of children’s development.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C2K3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describes methods, tools and strategies for determining program accountability through authentic assessment and evaluation.</td>
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</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C2K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows how to develop and tailor assessment tools to meet the needs of a program.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C2S1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uses checklists to assess the health and safety components of the program.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C2S2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uses appropriate methods, tools and strategies to critique the program to ensure alignment with developmental assessments of the strengths and needs of each child.</td>
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</table>

<table>
<thead>
<tr>
<th>Skill 5.5C2S3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selects and uses tools based on who is being assessed and why the assessment is being conducted. Evaluates tool’s compliance with established criteria and standards.</td>
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<table>
<thead>
<tr>
<th>Skill 5.5C2S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designs and uses appropriate assessment tools and strategies to evaluate the goals and objectives of the program.</td>
</tr>
</tbody>
</table>

## Competency 3
### Stakeholder engagement

<table>
<thead>
<tr>
<th>Knowledge 5.5C3K1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understands that families provide valuable feedback regarding program quality.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C3K2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows appropriate assessment methods, tools and strategies to determine if programming addresses their needs.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C3K3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describes the benefit of staff, family and community participation in program evaluation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Knowledge 5.5C3K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knows how to select and engage an array of stakeholders in the assessment of a program.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C3S1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solicits and documents family feedback.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C3S2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uses appropriate methods, tools and strategies with families to assess current practice to determine if programming addresses their needs.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C3S3</th>
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</thead>
<tbody>
<tr>
<td>Ensures participation of staff, family and community members in program evaluation.</td>
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</table>

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<thead>
<tr>
<th>Skill 5.5C3S4</th>
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</thead>
<tbody>
<tr>
<td>Engages an array of stakeholders including local and state services for children, public schools, regulatory agencies, parents and their employers in the program assessment.</td>
</tr>
</tbody>
</table>
### Competency 4

**Continuous quality improvement**

<table>
<thead>
<tr>
<th>Knowledge 5.5C4K1</th>
<th>Knowledge 5.5C4K2</th>
<th>Knowledge 5.5C4K3</th>
<th>Knowledge 5.5C4K4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acknowledges responsibility for improving program quality.</td>
<td>Knows how to use the information gathered in an assessment process to develop improvement plans.</td>
<td>Knows how to develop and implement program improvement plans based on program assessments.</td>
<td>Articulates how to develop a continuous quality improvement system for a program.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Skill 5.5C4S1</th>
<th>Skill 5.5C4S2</th>
<th>Skill 5.5C4S3</th>
<th>Skill 5.5C4S4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Changes practice as needed based on program evaluation information.</td>
<td>Uses the information gathered in assessments to develop and implement improvement plans.</td>
<td>Monitors ongoing implementation of program improvement plans based on assessment recommendations.</td>
<td>Designs continuous quality improvement systems for programs.</td>
</tr>
</tbody>
</table>

**May Be Evidenced By:**

- Documentation of family feedback.
- Documentation of changes in practice based on program evaluation information.
- Completed program assessment that aligns with the completed developmental assessments of infants/toddlers.
- Completed improvement plans based on program assessments.
- Policies that align with the program’s vision, mission and values.
- Completed program evaluations that include staff, family and community participation.
- Progress reports regarding implementation of program improvement plan.
- Assessment tools, methods and strategies tailored for individual programs.
- Assessment reports that include participation of an array of stakeholders.
- Continuous quality improvement system designed for an individual program.


NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES SELF-ASSESSMENT

Use this tool to document your competency and note your action steps for your Professional Development Plan.

Directions: indicate your perceived level of competency using the following scale:

- **F** = Foundational (I mostly meet this level in this competency topic.)
- **I** = Intermediate (I mostly meet this level in this competency topic.)
- **A** = Advanced (I mostly meet this level in this competency topic.)
- **S** = Specialist (I mostly meet this level in this competency topic.)

Write your action steps for increasing your competency where applicable.

<table>
<thead>
<tr>
<th>CORE KNOWLEDGE AND COMPONENT</th>
<th>F</th>
<th>I</th>
<th>A</th>
<th>S</th>
<th>Action steps for professional growth/development</th>
<th>Goal Date</th>
<th>Date Met</th>
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</thead>
<tbody>
<tr>
<td><strong>CORE KNOWLEDGE AREA: TEACHING AND LEARNING</strong></td>
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<tr>
<td>Component 1: <strong>Relationships and Interactions</strong></td>
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<td>C1) Communication Skills</td>
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<td>C2) Engagement</td>
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<tr>
<td>C3) Knowledge of children, youth and families</td>
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<tr>
<td>Component 2: <strong>Curriculum and Environment</strong></td>
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<td>C3) The significance of play</td>
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<td>C5) Research-based</td>
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<td>C6) Design, development and evaluation</td>
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<td>C7) Competence in content areas and academic disciplines</td>
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**3 CORE KNOWLEDGE AREA: TEACHING AND LEARNING**

**Component 3: Strategies for Teaching and Learning**

<p>| C1) Intentionality          | O | O | O | O |                                               |           |         |
| C2) Learning experiences that develop emerging critical thinking | O | O | O | O |                                               |           |         |
| C3) Reflective practice to promote positive outcomes | O | O | O | O |                                               |           |         |
| C4) Developmentally appropriate approaches | O | O | O | O |                                               |           |         |
| C5) Tools and methods for early education | O | O | O | O |                                               |           |         |</p>
<table>
<thead>
<tr>
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<td>C2) Developmentally appropriate practices for individual children</td>
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<td>C3) Theoretical and legal foundations for special supports</td>
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<td>C6) Effective partnerships with parents, families and other professionals</td>
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<td><strong>Component 5: Cultural Relevance</strong></td>
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<tr>
<td>C1) Family involvement combined with effective methods of working with families</td>
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<tr>
<td>C2) Anti-bias curriculum</td>
<td>O</td>
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<td><strong>Component 6: Positive Behaviors</strong></td>
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<td>C1) Support for developing executive function</td>
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<tr>
<td>C2) Appropriate theories and application of guidance combined with pro-social behavior guidance strategies</td>
<td>O</td>
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<td>O Action steps for professional growth/development</td>
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<tr>
<td>C3) Team approach</td>
<td>O</td>
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### CORE KNOWLEDGE AREA: PROMOTING CHILD GROWTH AND DEVELOPMENT

#### Component 1: Children's Learning and Development

<table>
<thead>
<tr>
<th>C=Competency</th>
<th>F</th>
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<th>Action steps for professional growth/development</th>
<th>Goal Date</th>
<th>Date Met</th>
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</thead>
<tbody>
<tr>
<td>C1) Developmental milestones</td>
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<tr>
<td>C2) Early Learning Standards</td>
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<td>O</td>
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<tr>
<td>C3) Developmental screening and assessment</td>
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<td>O</td>
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<tr>
<td>C4) Children with special needs</td>
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#### Component 2: Influences on Development

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<th>C=Competency</th>
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<tbody>
<tr>
<td>C1) Environmental factors</td>
<td>O</td>
<td>O</td>
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<tr>
<td>C2) Biological factors</td>
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<td>C3) Social factors</td>
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### CORE KNOWLEDGE AND COMPONENT

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<tr>
<td>C4) Cultural factors</td>
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### CORE KNOWLEDGE AREA: PROMOTING CHILD GROWTH AND DEVELOPMENT

#### Component 3: Health and Safety

| C1) Children’s nutrition and wellness combined with health and safety policy development and implementation | O | O | O | O | |
| C2) Health and safety record keeping | O | O | O | O | |
| C4) Emergency response and preparedness planning | O | O | O | O | |
| C5) Child abuse and neglect | O | O | O | O | |
| C6) Child Care Licensing rules | O | O | O | O | |

#### Component 4: Application of Knowledge to Practice

| C1) Child development theories | O | O | O | O | |
| C2) Research-based practices | O | O | O | O | |
| C3) Developmentally appropriate practice | O | O | O | O | |
### Fourth Edition of NEW HAMPSHIRE’S INFANT AND TODDLER WORKFORCE SPECIALIZED COMPETENCIES
February 9, 2015

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>C4) Learning environments</td>
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<tr>
<td>C5) Culturally responsive early childhood programs</td>
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### 5 CORE KNOWLEDGE AREA: OBSERVING, DOCUMENTING, ASSESSING

#### Component 1: Reflective Practice

| C1) Philosophy of education | O | O | O | O | O | | | | |
| C2) Methods and tools       | O | O | O | O | O | | | | |
| C3) Self-assessment to change practice | O | O | O | O | O | | | | |
| C4) Classroom action research | O | O | O | O | O | | | | |

#### Component 2: Documentation of Curriculum and Learning

| C1) Methods and tools       | O | O | O | O | O | | | | |
| C2) Family, community and cultural contexts | O | O | O | O | | | | |
| C3) Documentation for planning of curriculum and learning environments | O | O | O | O | | | | |
### CORE KNOWLEDGE AREA: OBSERVING, DOCUMENTING, ASSESSING

Component 3: Assessment of Children’s Development

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<tbody>
<tr>
<td>C1)</td>
<td>Informal and formal assessment tools and methods</td>
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<tr>
<td>C2)</td>
<td>Systematic assessment of children’s learning and development</td>
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<tr>
<td>C3)</td>
<td>Family, community and cultural contexts: impact on child performance</td>
<td>O</td>
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<tr>
<td>C4)</td>
<td>Family, community and cultural contexts for assessment</td>
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<tr>
<td>C5)</td>
<td>Assessment as a guide to individualized teaching and learning</td>
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<td>C6)</td>
<td>Referral practices</td>
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<td>C7)</td>
<td>IFSP/IEP processes</td>
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<td>C8)</td>
<td>Family engagement in assessment and referral</td>
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<tr>
<td>C9)</td>
<td>Observation to build effective relationships with learners</td>
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<tbody>
<tr>
<td>C10) Responsibility to educate stakeholders and improve assessment practices in the field</td>
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#### 5 CORE KNOWLEDGE AREA: OBSERVING, DOCUMENTING, ASSESSING

**Component 4: Communication and Documentation of Assessment**

| C1) Collaboration and teamwork | O | O | O | O | | | | |
| C2) Strategies for communicating in developmentally and culturally appropriate ways | O | O | O | O | | | | |
| C3) Confidentially in child and family assessment | O | O | O | O | | | | |

**Component 5: Program Assessment**

| C1) Reflection on vision, mission and values | O | O | O | O | | | | |
| C2) Methods, tools and strategies | O | O | O | O | | | | |
| C3) Stakeholder engagement | O | O | O | O | | | | |
| C4) Continuous quality improvement | O | O | O | O | | | | |

Please complete your self-assessment and use any notes that you entered in the boxes under “Action steps to professional growth/development” to help you write your professional development plan. The next page should be used to review your self-assessment results with a colleague, supervisor or peer, and requires your signature as well as that of the individual who reviewed your assessment with you.
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COMMENTS/PROFESSIONAL DEVELOPMENT PLANNING:

Completed By:________________________________________________________

Signature: __________________________ Title: __________________________ Date: __________

Reviewed With:_______________________________________________________

Signature: __________________________ Title: __________________________ Date: __________