PA Keys to Professional Development Registry Course Overview

This form is to be used by PQAS Approved Instructors as you prepare your courses for the PA Keys to Professional Development Registry.

1. **Course Name**: Provide the title of the course as it will be reflected in the PA Keys to Professional Development Registry. The title should be consistent with promotional materials. A Course Name should be thought of as a headline that clearly reflects the course content.

2. **Length of Course**: Indicate the length of the course by specifying the number of PQAS hours.

3. **Course Overview**: Provide a brief, but meaningful and accurate description of the course content that also indicates the target audience as well as the prior knowledge/experience required, if any. This description should be approximately 75-100 words. Keep in mind that learners may rely on this description to determine whether to invest their valuable time and money in the course.

4. **Course Objectives**: List the specific learning objectives of the course that reflect what participants will know and be able to do as a result of the professional development experience. Learning objectives must be measurable. Please reference Bloom's Cognitive Taxonomy and the Professional Development Module Scoring Rubric for more information.

5. **Pennsylvania Core Knowledge Competencies for Early Childhood and School-Age Professionals Knowledge Area and Primary Competency Group**: The course must support one or more competencies within one Knowledge Area. If the Knowledge Area contains multiple Competency Groups, all competencies must fall within one Competency Group. Series, conferences, credentials and college courses may be associated with more than one competency group.

6. **Core Knowledge Competencies**: Enter a bulleted list of the competency statements and codes associated with the course as they appear in the Pennsylvania Core Knowledge Competencies for Early Childhood and School-Age Professionals document.

7. **Target Audience**: Identify the specific audience the professional development course is targeting (i.e. Child Care Center, Early Head Start, Early Intervention, Family Day Care Home, Group Day Care Home, Head Start, Health Families America, Higher Education, Infant-Toddler, Instructors, Intermediate Units, Keystone STARS, Licensed Nursery Schools, Nurse-Family Partnership, Parents as Teachers, Preschool, PD Organization Staff, PA Pre-K Counts, Regional Key Staff, Relative Neighbor, School District, School-Age).
**PA Keys to Professional Development Registry Course Overview**

Please use this as your Overview template. Please see above for additional guidance on completing this form.

| 1. Course Name: |  |
| 2. **Length of Course:** (PQAS Hours) |  |
| 3. **Course Overview:** (75-100 words) |  |
| 4. **Course Objectives** |  |
| 5. **Knowledge Area and Primary Competency Group:** |  |

**Primary Competency Group: Choose One**
- K1: Child Growth and Development
  - K1 CG1: Child Growth and Development
- K2: Curriculum and Learning Experiences
  - K2 CG1: Learning Environment
  - K2 CG2: Curriculum
  - K2 CG3: Instruction
- K3: Families, Schools, and Community Collaborations and Partnerships
  - K3 CG1: Families, Schools, and Community Collaborations and Partnerships
- K4: Assessment
  - K4 CG1: Comprehensive Assessment System
  - K4 CG2: Child Assessment
  - K4 CG3: Observation, Reporting and Documentation
- K5: Communication
  - K5 CG1: Communication
- K6: Professionalism and Leadership
  - K6 CG1: Professionalism
  - K6 CG2: Ethics
  - K6 CG3: Advocacy and Leadership
- K7: Health, Safety and Nutrition
  - K7 CG1: Health, Safety and Nutrition
  - K7 CG2: Safety
  - K7 CG3: Nutrition
- K8: Program Organization and Administration
  - K8 CG1: Program Organization and Administration
  - K8 CG2: Personnel
  - K8 CG3: Technology and Marketing
6. **Core Knowledge Competencies**

<table>
<thead>
<tr>
<th>Ex. K1.4 CI</th>
<th>Ex. Identify the impact of brain development on children’s development and learning.</th>
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</thead>
<tbody>
<tr>
<td>□ Child Care Center</td>
<td>□ Early Head Start</td>
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<tr>
<td>□ Early Intervention</td>
<td>□ Family Day Care Home</td>
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<tr>
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<td>□ Relative Neighbor</td>
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<tr>
<td>□ Technical Assistance</td>
<td>□ School-Age</td>
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</tbody>
</table>

7. **Target Audience:**

(ONLY check if you are limiting your audience to one or more of these types)

- Child Care Center
- Early Intervention
- Group Day Care Home
- Healthy Families America
- Infant-Toddler
- Intermediate Unit
- Licensed Nursery School
- PA Pre-K Counts
- Regional Key Staff
- School District
- Technical Assistance
- Early Head Start
- Family Day Care Home
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