



Child Development Associate (CDA) Services

EC LEARN is available to assist you with CDA needs on a contract basis. Here is a list of services we can provide.

INITIAL CDA

Training Hour Review and Plan for CDA Training \$49

EC LEARN Professional Development Specialist will do the following:

- Review your ECE TRIS training record to discover what necessary training you need to complete prior to applying for your CDA
- Develop a plan to complete your CDA coursework

Professional Portfolio Review/Coaching \$99

EC LEARN Specialist will do the following:

- Review your CDA professional portfolio
- Provide you with an EC LEARN Professional Portfolio Guide
- Provide you with a Professional Portfolio Checklist
- Provide you with a plan of action to complete your portfolio

This service includes a 3-hour initial meeting with the customer. If individual coaching is necessary, you will be invoiced for additional hours at a rate of \$50/hour.

CDA Professional Development Specialist

EC LEARN staff are PD Specialists (PDS) with the Council for Professional Recognition. EC LEARN staff are able to complete your Verification Visit when you apply for your Child Development Associate (CDA) with the Council. The cost is built into the Council's online application fee. All you need from EC LEARN is the staff's PDS number.

CDA RENEWAL

Renewal – Training Hours Review and Plan \$49

EC LEARN Professional Development Specialist will do the following:

- Review your ECE TRIS training record to discover what necessary training hours you need to complete prior to renewing for your CDA
- Develop a plan to complete your renewal training hours
- Provide documentation of training hours to meet renewal requirements

Renewal – ECE Reviewer (Observation and Evidence Review) \$99

EC LEARN specialist will do the following:

- Observe you in your program for one to two hours
- Gather evidence that you uphold the six CDA competency goals and thirteen functional areas
- Verify you have worked at least 80 hours in the past year (you will provide documentation)
- Verify that you are a member of an early childhood professional organization (you will provide documentation)
- Provide you with contact information to add to your online CDA renewal application
- Complete verification online stating you have met all the above requirements