

CALCULATING LICENSING CLOCK HOURS

July 1, 2020 regulation changes were effective to align training hours for licensing and KY All STARS with the state fiscal year of July 1st – June 30th annually. There are some special considerations that are outlined in this summary.

EXISTING STAFF

Hired into ECE field prior to July 1, 2020

Transitioning from another licensed program

Employed by a substitute placement agency prior to July 1, 2020

Training Hours will be determined by completion dates between July 1, 2020 and June 30, 2021

NEW STAFF

New Entry to ECE Field

Re-entry to ECE Field after 5 Years Inactivity

** not employed with licensed program and/or no training hours*

Existing User Role change to staff with a licensed program

Training Hours will be determined in the first year by hire date.

EXAMPLE: Hire date Oct. 15, 2020

First Year = Oct. 15, 2020 – Oct. 15, 2021

Second Year = Oct. 15, 2021 – June 30, 2022

Kentucky Cabinet for Health and Family Services
Department for Community Based Services
Division of Child Care



Web site: <http://chfs.ky.gov/>