

Steps to CDA Assessment:

A. Student is nearing completion of the Child Care Administration's required and Restricted Elective Courses. 120 clock hours of formal education are required (26 credits at Phoenix College). (Many of the Restricted Elective Courses also provide knowledge in the eight CDA subject areas).

	CDA Subject Areas	Examples	P.C. Courses (credits)
1.	Planning a safe, healthy learning environment	Safety, first aid, health, nutrition, space planning, materials & equipment, play	CFS178 Survey (3) FON100 or FON103 Nutrition (3) ECH270 Observation (1)
2.	Steps to advance children's physical and intellectual development	Large and small muscle, language, discovery, art, music	CFS212 Creative Activities (3) CFS242 Curriculum Planning (3) ECH270 Observation (1)
3.	Positive ways to support children's social & emotional development	Self-esteem, independence, self-control, socialization	CFS116 Guidance & Discipline (3) CFS176 Child Development (3) CFS283 Multicultural ECE (1)
4.	Strategies to establish productive relationships with families	Parent involvement, home visits, conferences, referrals	CFS285 Family School Int. (3) CFS178 Survey (3) CFS242 Curriculum Planning (3) CFS283 Multicultural ECE (1)
5.	Strategies to manage an effective program operation	Planning, record keeping, reporting	CFS178 Survey (3) ECH270 Observation (1)
6.	Maintaining a commitment to professionalism	Advocacy, ethical practices, work force issues, professional associations	ECH287 Professional Dev. (1) CFS263 Seminar
7.	Observing and recording children's behavior	Tools and strategies for objective information collection	CFS116 Guidance & Discipline (3) CFS242 Curriculum Planning (3) ECH270 Observation (1)
8.	Principles of child growth and development	Developmental milestones from birth through 5, cultural influences	CFS176 Child Development (3) CFS283 Multicultural ECE (1) ECH270 Observation (1)

B. Student is working in the child care industry a minimum of 20 hours per week in a classroom setting and has 480 hours of recent experiences. Student requests an Application for Assessment form from the CDA Council for Professional Recognition (www.cdacouncil.org) (\$15). It may also be purchased from the P.C. Bookstore.

C. Student enrolls in (CFS264AA Internship) for CDA Assessment Preparation. Instructor will complete an assessment at student's job and will provide assistance with the documents of competence in the assessment packet. Student must be able to assume a lead teacher role.

D. During the Verification Visit, the CDA representative administers a written examination, the Early Childhood Studies Review, verifies the written documentation and interviews the student. All of the required documentation is sent to the Council in Washington DC The Council reviews all of the evidence presented and makes a decision regarding the credential award. The cost of the CDA credential is \$325.