



Home Visitor CDA Scholarship

Frequently Asked Questions



The Home Visitor CDA Scholarship removes barriers to earning a CDA providing financial assistance and a Scholarship Counselor to assist in navigating the process. Our goal is to increase education, compensation and retention at no financial cost to the participant or employer.

What is a Home Visitor CDA?

The Child Development Associate Credential (CDA) is a national credential awarded by the Council for Professional Recognition (Council). A CDA is often a first formal step in early care and education combining your knowledge base with application in practice to demonstrate professionalism. The CDA is based on competencies, reflective practice and demonstration of the candidate's abilities working as a home visitor.

What does the Council for Professional Recognition require for a CDA?

- To earn a Home Visitor CDA, the Council requires 120 hours of education covering eight (8) specific subject areas which can be met through training (clock) or college (credit) hours taken throughout your professional career.
- Work at least 480 hours in a home visiting program within the last 3 years.
- Creation of a Professional Portfolio based on a Council issued Competency Standards workbook.
- Application fee for the CDA.
- Complete a Verification Observation and Interview which takes place during a regular home visit to a family in your caseload.

Do I need a Home Visitor CDA?

You do not need a Home Visitor CDA if you already have a degree in a field related to home visiting. You may want a CDA if you are new to the Home Visitor field, want to expand your educational base, do not yet have a college degree, or you have a degree in an unrelated field.

Why would I want to earn a Home Visitor CDA?

A Home Visitor CDA may assist you in advancing your career, demonstrate a higher level of professional development with a national credential or increase your confidence through a strong base in home visiting training/college credit.

What are the Council's required Home Visitor eight (8) Subject Areas?

The Council requires that training clock hours and/or college credit hours cover the following areas:

- Promoting health and safety in the home environment

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- Enhancing parents' skills to advance children's physical and intellectual development
- Promoting parents' use of positive ways to support children's social and emotional development
- Understanding family systems and development
- Managing an effective home visitor program operation
- Maintaining a commitment to professionalism
- Working across the child welfare continuum
- Understanding the principles of child development and learning

What is involved in creating a Professional Portfolio for a Home Visitor CDA?

The Competency Standards workbook from the Council walks the participant through the elements in the Professional Portfolio. After you have completed your 120 clock hour educational requirement, we will purchase this book for you. The Professional Portfolio includes:

- Family Questionnaire Summary
- Parent Observation Permission form
- Recommendation form
- Reflective Dialogue Worksheet
- Collection of Resource Collection items & Reflective Competency Statements
- Professional Philosophy statement

What does the Home Visitor CDA Scholarship pay for?

- Up to \$350 for clock hour training *or* nine (9) to 12 college credit hours over three consecutive semesters, and college fees, at a Missouri-based 2-year college (depending on the educational option chosen).
- The Home Visitor Competency Standards workbook (\$38) which we purchase and have sent to you.
- CDA application fee (\$425).
- Completion bonus of \$430 (awarded in two installments, one when you earn your credential, the other six (6) months later when you are still working for your current employer.

What does the Scholarship Counselor do for me?

Working through educational systems can be cumbersome. Your Child Care Aware® of Missouri Scholarship Counselor is here to help you navigate through the CDA components to maximize your success by minimizing the barriers.

What is the eligibility for a Home Visitor CDA scholarship if I want to use the training clock hours track?

To be eligible to earn your CDA using training clock hours for your educational requirement:

- Work in a home visiting program using a nationally recognized home visiting model.
- Have a caseload of at least 4 families.
- Be 18 years or older and have a high school diploma or high school equivalent.
- Work at least 15 hours per week as a home visitor.

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- Have worked for at least one (1) month at the same employer as a home visitor.
- Work in Missouri and be eligible to work in the US.

What if I want to earn college credits while fulfilling my educational requirement for the CDA?

You can take nine (9) to 12 college credit hours in a variety of subjects (examples - early childhood education, child development, family engagement, psychology, sociology) which will cover the required CDA subject areas. These will be covered through a T.E.A.C.H. MISSOURI Home Visitor scholarship.

Are the eligibility criteria different if I want to earn college credits toward my CDA?

Yes, to utilize the T.E.A.C.H. MISSOURI Home Visitor scholarship, you must:

- Work in a home visiting program using a nationally recognized home visiting model.
- Have a caseload of at least 4 families.
- Be 18 years or older and have a high school diploma or high school equivalent.
- Work at least 25 hours per week as a home visitor.
- Work in Missouri and be eligible to work in the US.
- Have an employer who will act as a sponsor.

What role does my employer play in getting my Home Visitor CDA?

- If you choose the training clock hour track, your employer agrees to support your efforts and cheer you on as you earn your credential.
- If you choose the credit hour option, your employer takes a more direct role. Five percent (5%) of tuition and books for the nine (9) to 12 credit hour contract, over three consecutive semesters, is covered by the participant and the employer each while T.E.A.C.H. MISSOURI pays the remaining 90%. This means a \$450 class costs only \$22.50 for the participant and the employer each.
- T.E.A.C.H. MISSOURI also covers all related college fees.
- Once the participant earns their Home Visitor CDA, we reimburse the original 5% paid for tuition and books to the participant and the employer.

How do I get you my certificates and/or transcripts?

Once your application is approved, you will create an online account at www.cd scholarshipmo.org, the same website at which you completed your application. Your account will be where you upload your scholarship documents, certificates and transcripts. You will track the subject areas for which you have completed documentation and your progress creating your Professional Portfolio in your account too.

Why do I need certificates and/or transcripts?

In order to verify you have completed the 120 clock hours of training in the eight CDA subject areas, the Council requires documentation. Your certificates and/or transcripts verify you have completed the required training. You will upload all training certificates and/or transcripts so your Scholarship Counselor can match your education with the appropriate CDA subject area.

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What certificates count?

- The Council accepts certificates directly from the training entity that include the participant's name, title of the training, number of clock hours earned, date of the training, trainer's name, and the trainer's signature.
- For online training, certificates with electronic signatures are acceptable.
- In place of a certificate, an official letter on letterhead from the training organization, or the program director, with a signature is acceptable.
- If you receive training through your employer but do not receive certificates, we can work with you to get an attestation letter from your employer to verify your successful completion of the training.
- Training earned at conferences are not accepted toward a CDA.
- A certificate cannot appear altered in any way, such as information being crossed out or marked out and written over.

How do I know what subject areas my training or college credits cover?

Once your application is approved and you upload your signed Participation Agreement and W-9, you have an active Home Visitor CDA scholarship. After you upload all your training certificates and/or college transcripts we will take three (3) weeks to review the documents placing each in the subject area it covers. During this time, we may ask you for more information and clarification. The result will be a list you can access in your account of all the subject areas completed and which still need training hours.

Where can I get training or go to college?

The Home Visitor CDA Scholarship will pay for up to \$350 in clock hour training. We will provide participants with possible online on demand training companies. If you choose the credit hour option, we will cover nine (9) to 12 college credit hours in foundational early childhood, child development, child and family, introduction to sociology, introduction to psychology or related courses, plus your college fees for these courses. You will take classes in-person or online at a Missouri-based 2-year college of your choice. To see which community colleges are available, visit <https://mochildcareaware.org/teach-missouri/college-directory/>.

How do I know which educational option to choose?

The decision is totally up to you. The clock hour track may be best if you have already taken a lot of training over your career, and you have the training certificates, or you prefer not attending college. If you want credit hours toward an eventual degree or prefer going to college, then the credit hour option may best suit your needs. If you are not sure, contact us to talk to the Scholarship Counselor.

What if I get my CDA through the training track and then I want college credits?

Most Missouri-based 2-year community college programs that offer an early childhood degree will award credit by credential for current CDAs. You would meet with the college Early Childhood advisor to review your CDA Professional Portfolio (it should be no more than three years old) to discuss getting college credit by credential.

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Do I have to take training or classes?

No, if you have your 120 clock hours in the eight (8) subject areas already, and the documentation, you do not need any further training or classes.

Does the training I take at work count?

Yes. Regular professional development and curriculum training required by many of the home visiting models offered in Missouri counts toward a CDA.

How long does it take to earn a CDA?

The CDA process takes an average of 12 to 18 months to complete depending on the amount of education you start with and the pace you set for yourself. At the least amount of time, a CDA can be completed in around six (6) months.

Does a CDA credential need to be renewed?

Yes. The CDA expires after three years. Renewal requirements are less than attaining the original CDA and we are able to scholarship Home Visitor CDA renewals also.

To apply, visit www.cd scholarshipmo.org today.

Direct all questions to info@mochildcareaware.org.

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