



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION  
P.O. BOX 2120  
RICHMOND, VA 23218-2120

TO: Licensed Child Day Centers, Center-Based Subsidy Approved Child Day Programs,  
Home-Based Subsidy Approved Child Day Programs

FROM: Jeffrey Williams, Director

DATE: March 2, 2023

RE: Updated Virginia Preservice Training and Annual Health and Safety Training

The Virginia Department of Education is pleased to announce the release of the updated 2023 versions of the Virginia Preservice Training for Child Care Staff (10 hours) and the Virginia Annual Health and Safety Update Training for Child Care Staff (3 hours) on March 1, 2023. These trainings continue to be offered for free through our partnership with Pennsylvania State University/Better Kid Care.

New child care staff working in licensed child day centers or subsidy approved child day programs are required to complete the Virginia Preservice Training within 90 days of beginning employment unless they have documentation of previously completing the Preservice Training prior to beginning employment.

Child care staff working in subsidy approved child day programs are required to complete the Virginia Health and Safety Update Training annually based on their last date of completion. Because the 2023 version was just released, staff who last completed their Preservice Training or Annual Health and Safety Update Training in January or February of 2022 must complete the 2023 Annual Health and Safety Update Training by the end of March 2023.

The previous 2022 versions of the Virginia Preservice Training and the Virginia Annual Health and Safety Update Training will be deactivated at the end of March. Any staff currently completing the 2022 versions will only have until March 31, 2023, to complete the training before it is removed from their course list.

More information about these trainings and the links to access the Better Kid Care website can be found in the [Training and Professional Development Section](#) of the Department's [Child Care VA website](#). A flyer announcing the updated 2023 trainings is attached to this memo for your convenience.

Please contact your licensing representative if you have any questions.