



Requirements for Assistance Network Endorsement – Initial

Education

Obtain a [Career Lattice](#) Step 2 or higher from Achieve (MNCPD).

Within one year of initial Endorsement, obtain a Career Lattice Step 5 or higher from Achieve (MNCPD).

Employment

Current employment by Child Care Aware of Minnesota (Develop Organization IDs listed below) as verified on the individual’s employment tab in Develop.

292	118327	125699
315	119303	127206
530	123977	127469
1176	122614	127470
1588	122768	1697

Safety and Security Requirements:

These requirements must be filled before access to Develop will be granted:

Department of Human Services - Background Check is completed and verified in Develop under the Education tab.

- To request a background check, send an email to TrainerRBPD.BackgroundCheck@state.mn.us at the Department of Human Services

Complete Course #132473 – *ATL Mandated Reporter Training* as verified on the coach’s Learning Record.

- This is an Anytime Learning course available through Eager-to-Learn for \$10
- If you have a group to register contact etlsupport@childcareawaremn.org

There may be additional training requirements the Minnesota’s Department of Human Services or Child Care Aware of Minnesota has once approved in Develop.

Endorsement Duration

Initial endorsement is valid for three years.