

Complete Health & Safety Training



- 1) [Register with MRTQ PDN](#)
- 2) [Enroll in the CCDF Health and Safety Orientation](#)
- 3) [Take the class](#) (11 lessons), including a quiz for each lesson
- 4) [Download your Health and Safety Certificate](#)

1) Register with MRTQ PDN

Step 1: See [Instructions to Register with MRTQ PDN](#)

Step 2: Have your email address and MRTQ PDN password ready

2) Enroll in the CCDF Health and Safety Orientation

Step 1: Go to the MRTQ PDN Registry website: www.mrtq-registry.org

Step 2: Scroll down to *Online Training* in the center of the page. Click [Access >](#)

Step 3: About halfway down the page, find *CCDF Health and Safety Orientation*

CCDF Health and Safety Orientation

This 6-hour online training meets the requirements for orientation to health and safety topics outlined in the Child Care Development Fund (CCDF). **Note you will also need to maintain a current Pediatric CPR and First Aid certification.**

Completion of this training is required for Child Care Subsidy Program (CCSP) providers to assure continuation of subsidy payment. The federal requirement of completion of basic health and safety training applies to all directors, teachers, and caregivers within child care settings that are enrolled as Child Care Subsidy Program providers.

[Enroll](#)

Step 4: Click [Enroll](#)

Step 5: This is MRTQ PDN’s Training Portal. Scroll down to find *My courses*. Click *Health and Safety Orientation On Demand*, which is above the picture of the children.



3) Take the class (11 lessons), including a quiz for each lesson

Step 1: Review the orientation information, pre-training information, COVID-19 Quick Guides and course introduction.

Step 2: Click each Lesson, read each Lesson Summary and then take the Quiz for each Lesson.



4) Download your Health and Safety certificate

Step 1: When you have completed all 11 lessons and passed each quiz, click *Health and Safety Orientation Training* next to the certificate icon. Click *View My Certificate*.



Step 2: Print and save your certificate for your license application and other DHHS and MRTQ PDN purposes.

