The Registry
Professional Development Approval System (PDAS)

Trainer & Technical Assistance Professional (T-TAP) Requirements

Updated March 2019

Professional Endorsement	Education Level	Experience	Background Check	Training Experience	Adult Education
Registered Trainer	Registry Level 2 and up	6 months in approved program or agency	None required	None required	None Required
Tier 1 Trainer	Registry Level 6 and up	2 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years.	20 hours of training experience	PDAS Foundations Course
	40 hours of education in related Registry Content area		Registry T-TAP Agreement		PDAS Trainer course or equivalent
Tier 2 Trainer	Registry Level 9, 10 or 11	4 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience	PDAS Foundations Course
	40 hours of education in related Registry Content area		Registry T-TAP Agreement		PDAS Trainer course or equivalent
	OR				
	Registry Level 12	2 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience	PDAS Foundations Course
	40 hours of education in related Registry Content area		Registry T-TAP Agreement		PDAS Trainer course or equivalent
Tier 3 Trainer	Registry Level 13 or up	4 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience	PDAS Foundations Course
	40 hours of education in related Registry Content area	2 years working directly with children	Registry T-TAP Agreement	2 years of responsibility for the professional development of others	PDAS Trainer course or equivalent
	OR				
	Registry Level 14 and up	2 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience	PDAS Foundations Course
	40 hours of education in related Registry Content area		Registry T-TAP Agreement	2 years of responsibility for the professional development of others	PDAS Trainer course or equivalent

A Registry Specialist:

- Has a specific area of expertise that benefits the early care and education community.
- Is a trainer that can offer Tiered training appropriate to their content expertise even though they do not meet the requirements as an approved Tiered Trainer.
- Does not require a specific level on the Registry's Career Level.
- Uses the Registry Professional Development Approval System for their **own** course and event entry, the same as an approved Registry Trainer.

There are 3 types of Specialists subject to Registry review.

Specialist 1 – National Training Organization – Trainer vetted by sponsoring organization
Specialist 2 - Wisconsin Specialist - Expertise *in* the field of early care and education *specific to Wisconsin standards and training* (examples: higher education faculty, DCF, DPI, social work, maternal/child/mental health, public health, etc.)
Specialist 3 - Content Specialist – Expertise *outside* of field of early care and education such as safety, finances, CPR, etc.

Specialist Type	Registry Application	Documentation	Professional Experience	Background Check	Training Experience	Adult Education Training
Specialist 1 (National Training Organization)	Required	Curriculum Vitae	Sponsored by organization	*Not required* if sponsored by organization	2 years of training experience in area of expertise verified by the sponsoring organization	Preferred but not required
Specialist 2 (Wisconsin Specialist)	Required	License or certification	6 months in approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience indicated on resume	
		Resume		Registry T-TAP Agreement		
Specialist 3 (Content Specialist)	Required	License or certification	6 months in approved program or agency	Copy of DCF background information disclosure form within last 5 years.	40 hours of training experience indicated on resume	
		Resume		Registry T-TAP Agreement		

Professional Endorsement	Education Level	Experience	Background Check	Training Experience	Adult Education
***Provisional* Technical Assistance Professional** (consultant, mentor, coach) ***Provisional Technical Assistance Professional* allows individual to provide services to others under the supervision of a Registry approved Technical Assistance Professional**	Registry Level 13 or up with related credentials, licensure or agency endorsement in specialty area	4 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years	Mentoring agreement with an approved Registry Technical Assistance Professional for 1 year	PDAS Foundations Course
		2 years working directly with children	Registry T-TAP Agreement	1 year of experience as coach, mentor or supervisor	PDAS Technical Assistance Professional course or equivalent
Technical Assistance Professional (consultant, mentor, coach, professional development counselor, peer-to-peer counselor)	Registry Level 13 or up with related credentials, licensure or agency endorsement in specialty area	4 years in an approved program or agency	Copy of DCF background information disclosure form within last 5 years	40 hours of technical assistance experience	PDAS Foundations Course
		2 years working directly with children	Registry T-TAP Agreement	2 years of responsibility for the professional development of others	PDAS Technical Assistance Professional course or equivalent

Based on the WI Content Areas and Training and Technical Professional Assistance Competencies http://www.collaboratingpartners.com/professional-guidance-wi-t-tap-competencies.php
For more information visit The Registry's website at https://www.the-registry.org/PDAS/Overview.aspx