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## **Updates to the Colorado Shines Professional Development Improvement System (PDIS)**

### **Frequently Asked Questions**

*This list of questions and answers will be updated regularly until the transition to the new PDIS is complete. Please bookmark this document and check it often for answers to many common questions.*

#### **When will the new PDIS launch?**

The new Colorado Shines PDIS will launch in mid-June 2021.

#### **What will happen to my record of external course completions in the current Colorado Shines PDIS? Will this information be available in the new system?**

Yes. All courses completed in the current Colorado Shines PDIS, such as online courses, will show on a user's transcript in the new Colorado Shines PDIS.

#### **What will happen to my documents in the current Colorado Shines PDIS?**

If you would like to retain a copy of the documents you have uploaded to the current PDIS, you will have through August 2021 to access and download the documents from the old system. Unfortunately, the Office of Early Childhood was unable to extract user documents from the current Colorado Shines PDIS for transfer. After August 2021, all data in the old PDIS will be erased.

#### **Will the process for verifying qualifications for workers in licensed child care facilities change?**

Yes, exciting updates to the process are coming! Currently, licensing specialists verify qualifications during their annual inspection by reviewing paper files. With the implementation of the new Colorado Shines PDIS, that process will move online. This represents a significant, positive change and will make verifying provider qualifications easier and more efficient for providers and programs.

The new Colorado Shines PDIS will create a single place for professionals to apply for and receive director qualifications, as well as to apply for credentials, including the Early Childhood Professional Credential, and roles like coaches, trainers, and consultants. This process will occur in two phases:



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1. Applications for the Large Center Director, Early Childhood Professional Credential 3.0, Trainer Credential, and Coaching Credential, will be available when the new Colorado Shines PDIS launches in June.
2. Applications for a broader range of roles, such as the Early Childhood Teacher, Assistant Early Childhood Teacher, Staff Aide, Early Childhood Mental Health Consultant, and Child Care Health Consultant, will open in December.

### **Will the Early Childhood Professional Credential process improve with the new PDIS?**

Yes. The Credential process in the current PDIS has been confusing to many users. That's why we have made the new Credential process much easier to navigate and understand. The new PDIS will offer a step-by-step Credential application process and allow users to see the status of their application.

### **How will the scoring be updated for Early Childhood Professional Credentials?**

Here are a few of the key updates and improvements:

- Points for college coursework and training of special recognition like Expanding Quality in Infant and Toddler Care (EQIT) and Pyramid Colorado Modules will no longer expire.
- A new pre-check feature allows users to confirm if they are eligible for credentials and qualifications before applying.
- As a part of the Credential process, users will be able to enter information about courses taken outside of the PDIS. Once these courses are approved, the clock hours will be automatically applied to your Credential calculation.
- Once a Credential/qualification is submitted, users can view and track the status of their application.

### **How did the OEC identify what type of improvements were needed for the Colorado Shines PDIS?**

Recognizing the limitations of the current PDIS, the Office of Early Childhood brought together a workgroup in 2019 to discuss ways to improve it. The workgroup included early childhood professionals in different roles and child care settings across Colorado: Early Childhood Councils, program directors from centers, family homes and school districts, representatives from higher education, and others. The workgroup focused on recommendations that would make the PDIS technology platform easier to use. It also focused on ensuring that the requirements for child care licensing and for the Early Childhood Professional Credential are aligned.



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### **Will my username and password change with the new Colorado Shines PDIS?**

Your username will stay the same, but you will need to update your password. The new Colorado Shines PDIS will include instructions for resetting your password on the login page.

### **Will the new Colorado Shines PDIS be available in Spanish?**

Yes.

### **How do I access the new PDIS? Is the website changing?**

The URL or website address for the new PDIS will change. We will provide you with the updated website URL once the system launches.

### **Will the PDIS be unavailable during the transition to the new system?**

The Colorado Shines PDIS will be unavailable for about a week while data is migrated and the new system comes online. We will send updates so that you know when the system will be down and can plan accordingly.

### **Who can I contact if I need help with the new Colorado Shines PDIS?**

Within the new Colorado Shines PDIS system, you will have access to how-to videos, articles and user-friendly guides on how to do things in the system. And as always, the PDIS Help Desk will be available for users who need individual support. Call 1.844.447.4441, option 2, or email [cdhs\\_pdishelp@state.co.us](mailto:cdhs_pdishelp@state.co.us).

### **I saved my login information for the old PDIS on my computer or phone and now I can't remember my username or password to log in to the new system. What should I do?**

If you have forgotten your username, please contact the PDIS Help Desk. If you have forgotten your password, please try to use the "forgot password" option. (HINT: Try entering one or two of your most commonly used personal email addresses with the "forgot password" option.)

### **I work at a child care center. Will I still need to print out certificates for all the training I complete and give them to my director?**

No. All training certificates for courses completed within the new system will be associated with your user profile in the new system. This includes course completions that are migrated from the old PDIS. You will still be able to upload certificates to your profile if you completed a course outside the system. Both your required and ongoing professional development course completions will be visible to you, your program director, and the licensing specialist. This will finally make paper copies a thing of the past.



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### **Will my self-assessment and professional development goals transfer from the old PDIS to the new PDIS?**

No. The Colorado Competencies for Early Childhood Educators and Professionals have been updated along with the rebuild of the PDIS. The Professional Development Plan in the new PDIS includes a new, simplified self-assessment (fewer than 35 questions) that reflects more culturally responsive practices. We understand that the self-assessment in the old PDIS was overly complex. The new self-assessment is based on the updated competencies and designed to support your professional development. The Professional Development Plan also provides the opportunity to create new professional goals.

### **How have the Competencies for Early Childhood Educators and Professionals been updated?**

The new Competencies for Early Childhood Educators and Professionals reduced the total number of competencies (from 128 to 96) and also removed one level (now there are three levels, not four). Many of the competencies that were removed, including on the fourth level, were related to administrative and business practices and advocacy and teaching focused on adults. The updated set of competencies are more directly focused on the professionals who work with children and families in early care and education programs. The updated competencies include increased focus on culturally responsive knowledge and skills in care and education settings.

### **Will program directors be able to remove staff that no longer work at their program?**

Yes. In the new Colorado Shines PDIS, licensed program directors will be able to verify and confirm program staff and remove staff that are no longer with their program. Program directors will no longer have to get support from the PDIS Help Desk to do this. Program directors will be able to see the qualifications and training reports for every member of their staff. This detailed view will allow directors to run reports and manage their staff's training and professional development more easily.

### **Will I still have to submit duplicate documents to Child Care Licensing and the PDIS?**

No. Child Care Licensing qualifications will be part of the new PDIS. That means that users will no longer have to submit certain documents twice.