CARE PROFESSIONAL EDUCATION COURSE OVERVIEW

No	Lesson	Description	Learning Goal
00	Course Introduction & Welcome Message	Preparation and course expectations, Welcome from Susan Asay, Founder & CEO.	Overview of the training program and important reminders for success.
001	Presenting Yourself as a Professional	This course will cover the importance of professional communication as a child Care Professional. The course will focus on presenting yourself professionally in business writing and interviewing in your career as a child Care Professional.	Upon successful completion of this course, the Care Professional will understand the importance of professional communication with their host parents.
002	Introduction to Your New Role	This course will cover the responsibilities of a Care Professional and review the relationship with the host family and children. The course covers the on-program support Care Professionals will receive from Apex Social Group. Former program participants will share their personal advice.	Upon successful completion of this course, the Care Professional will have a confident understanding of their new responsibilities in the host family home. They will understand how Apex Social Group will support them for success. They will learn best practices from their peers who have successfully completed the program.
003	Living and Working with Your Host Family	In this module, we'll discuss your childcare duties as well as guidelines for what duties you can and cannot do. We'll also cover all the important aspects of your job including work schedule, vacation, and car use. Finally, we will discuss household rules and what to expect	Upon successful completion of this course, the Care Professional will have a better understanding on topics to help them have a good start with their host family including their job responsibilities and schedule, vacation planning, the importance of weekly meetings, household rules and how to prevent problems.
004	Communication and Feedback	This course will focus on communication and feedback as a Care Professional caring for children. The course will provide tools for communicating in the US. It will cover using feedback to build strong partnerships and winning outcomes.	Upon successful completion of this course, the Care Professional will be successful at communicating with the host family and host children for winning outcomes.
005	Cultural Differences	This course will focus on overcoming homesickness, recognizing culture shock and how to deal with it and the cultural differences (focused on raising children) between the United States and Germany/Austria.	Upon successful completion of this course, the Care Professional will be aware of some important cultural differences in raising children and family life in the United States vs. Germany and Austria. This will help the acclimation to living with an American host family in the United States.

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006	**The Power of Self Awareness and Feedback**	This personal development course focuses on reaching your goals as a Child Care Provider and how to give feedback in your new role.	Upon successful completion of this course, the Care Professional will set goals for her year abroad working with children and be skilled at working as a team with here host parents. She will be comfortable giving and taking feedback in her new role.
007	**Your Role as a Care Professional**	This course outlines the role of an Apex Social Care Professional including duties, expectations and keeping children safe. It covers the role of a Care Professional living with a family as an employee and as a family member.	Upon successful completion of this course the Care Professional will understand her new role including: *Caring for Children in an American family *Your Role as a Care Professional *Protecting the health, safety and well-being of the children in your care *Cultural Differences *Partnering with your host parents
008	**Development Milestones in the First Two Years**	This course focuses on the intellectual, social, emotional and physical development for Babies (ages 0 to 2). It discusses how Care Professionals can encourage healthy development as well as identify possible delays and communicate to host parents.	Upon successful completion of this course, Care Professionals will understand child development for ages 0 - 2 Babies, recognize developmental milestones and be able to encourage healthy development. Care Professionals will be confident with special care considerations for this age group. Care Professionals will have the confidence and ability to effectively communicate with host parents regarding development and care.
009	**Development Milestones for Toddlers**	This course focuses on the intellectual, social, emotional and physical development for Toddlers (ages 2 to 3). It discusses how Care Professionals can encourage healthy development as well as identify possible delays and communicate to host parents.	Upon successful completion of this course, Care Professionals will understand child development for ages 2-3 Toddlers, recognize developmental milestones and be able to encourage healthy development. Care Professionals will be confident with special care considerations for this age group. Care Professionals will have the confidence and ability to effectively communicate with host parents of toddlers regarding development and care.
010	**Development Milestones for Preschoolers**	This course focuses on the intellectual, social, emotional and physical development for preschool children (ages 4-6). It discusses how Care Professionals can encourage healthy development as well as identify possible delays and communicate to host parents.	Upon successful completion of this course, Care Professionals will understand child development for ages 4-6 Pre-Schoolers, recognize developmental milestones and be able to encourage healthy development. Care Professionals will be confident with special care considerations for this age group. Care Professionals will have the confidence and ability to effectively communicate with host parents of toddlers regarding development and care.

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011	**Development Milestones for School-Age Children**	This course focuses on the intellectual, social, emotional and physical development for school age children (ages 7-12). It discusses how Care Professionals can encourage healthy development as well as identify possible delays and communicate to host parents.	Upon successful completion of this course, Care Professionals will understand child development for school age children, recognize developmental milestones and be able to encourage healthy development. Care Professionals will be confident with special care considerations for this age group. Care Professionals will have the confidence and ability to effectively communicate with host parents of school age children regarding development and care.
012	**Development Milestones for children with special needs**	This course focuses on the intellectual, social, emotional and physical development for children with autism	Upon successful completion of this course, care professionals will understand special child development considerations for children with autism. The care professional will learn how to effectively work with a special needs care team and parents.
013	**Caring for Infants and Toddlers with Special Needs**	This course focuses on learning specialty care for children with special needs. It will cover the roles of occupational and physical therapists and the role that you'll plan with helping your host child meet milestones at his or her pace.	Upon successful completion of this course, Care Professionals will understand the roles of an occupational and physical therapist in the American healthcare system. They will be ready to apply their educational and professional background to therapy homework in the home.
014	**Physical Activity for Children - Developmental Stages**	This course familiarizes Care Professionals with the importance of physical activity and to promote physical development by age. It covers age-appropriate activity and equipment. It discusses the benefits of being physically active and how the Care Professional can encourage physical activity.	This class will familiarize students with activities and the importance of muscular development in young children, as well as how to create an environment around the house, the room and the backyard on how to improve developmental physical stages in young children .
015	**Managing multiple children**	This course focuses on how to successfully care for siblings and effectively juggle the demands and needs of caring for more than one child at a time. The course focuses on the needs of a child with special needs and siblings.	Upon successful completion of this course, Care Professionals will understand: *Different Ages, Different Needs *Managing Sibling Rivalry *Successful Multi-Tasking *Managing Sibling Relationships
016	**Language Development**	This course will focus on language development through early childhood, including listening, oral language and written language. It covers the language milestones for each age group.	Upon successful completion of this course, Care Professionals will be confident in using reading to help their host children develop at every age. Care Professionals will have ideas of activities that can use for each age group to promote language development.

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017	**Behavioral Patterns and Discipline - Birth to Age 2**	This course focuses on what to expect behavior for babies ages 0-2 and guidance and discipline techniques.	Upon successful completion of this course, Care Professionals will understand behavior of children ages 0-2 and have techniques to effectively manage: *Calming a crying baby *Separation anxiety *Make "no" a "yes" *Temper Tantrums *Discipline Checklist Dos and Don'ts Using praise and rewards
018	**Behavioral Patterns and Discipline - Ages 3 to 16**	What to expect - Behavior by age and guidance and discipline techniques by age. - Ages 3- 16	Upon successful completion of this course, care professionals will understand behavior of each age group and what causes misbehavior. Care Professionals will learn techniques to effectively manage and apply proper discipline techniques by age. They will learn how to effectively work alongside host parents in applying discipline and understand where their role starts and stops. Effective use of praise and rewards.
019	**Behavioral Patterns and Discipline: Special Needs**	This course focuses on the special behavioral patterns and discipline techniques when caring for children with special needs.	Upon successful completion of this course, Care Professionals will recognize and understand special circumstances of managing behavior and discipline when working with children with special needs. Effective use of praise and rewards. Care Professionals will be able to confidently communicate with the host parents.
020	**Child Self-Esteem**	This course familiarizes Care Professionals how to manage children and apply techniques that encourage healthy self-esteem development in children.	Upon successful completion of this course the Care Professional will be able to understand techniques for the development of healthy self-esteem by age group. She will be able to identify cultural differences that come into play. She will understand how to encourage self-expression in children and provide positive communication and reinforcement.
021	**Managing Multiple Children**	This course focuses on how to successfully care for siblings and effectively juggle the demands and needs of caring for more than one child at a time. The course focuses on the needs of a child with special needs and siblings.	Upon successful completion of this course, Care Professionals will understand: *Different Ages, Different Needs *Managing Sibling Rivalry *Successful Multi-Tasking *Managing Sibling Relationships

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022	**Bathroom and Hygiene Care**	This course covers how to manage bathroom and hygiene at all ages. It covers special hygiene and bathroom care for children with special needs.	Upon successful completion of this course, the Care Professional will be confident in managing bathroom and hygiene for all ages children. The Care Professional will recognize privacy concerns and cultural differences when it comes to bathroom care. The Care Professional will be confident in handling bathroom care for children with special needs.
023	**Sleeping**	This course covers how to manage naps and bedtimes with special consideration for children with special needs.	Upon successful completion of this course, the Care Professional will recognize healthy nap and sleeping patterns and strategies for making bedtime fun at every age. The Care Professional will recognize what encourages good sleep and the things to avoid. As well, special safety considerations for children with special needs will be covered.
024	**Feeding Children and Kitchen Safety**	How to manage your host child's diet for safety and healthy child development.	Upon successful completion of this course, the Care Professional will be aware of food safety preparation guidelines and preparing a safe and healthy meals for children. Special consideration to kitchen safety will also be reviewed.
025	**Keeping Children Safe while Driving in the US**	This course will introduce Care Professionals to US driving laws and cover tips and techniques for keeping children safe while driving.	Upon successful completion of this course, Care Professionals will understand: *American Driving Laws *Practice Makes Perfect - Getting to know the car and neighborhood *No Texting, Cell Phones *Car Seat Use *Dealing with Distractions *What to do in case of accident *Communicating with your Host Family
026	**Shaken Baby Syndrome and Sudden Infant Death Syndrome**	This course covers the definition of Shaken Baby Syndrome, the causes of the syndrome and the symptoms. It discusses techniques to prevent Sudden Infant Death Syndrome.	Upon successful completion of this course, the Care Professional will be able to recognize and avoid instances of Shaken Baby Syndrome and take proper precautions to help prevent Sudden Infant Death Syndrome while caring for infants in the home. Cover *Shaking a baby can cause brain damage and death *A baby's brain development *Dealing with a crying baby *Stress management and communication with host parents.

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027	**Infant and Toddler Health and Safety**	This course will cover child safety and First aid (physical injuries and emergencies for children ages 0-2	Upon successful completion of this course, Care Professionals will be able to prevent injuries to children in their care as well as confidently respond to a physical injury or emergency.
028	**General First Aid and Safety Hazards**	This course will cover General First Aid and keeping children safe in their environment	Upon successful completion of this course, the Care Professional will be able to apply general first aid techniques to children of all ages and be able to identify and recognize common safety hazards and how to prevent or remove them from the environment. The Care Professional will learn the importance of communicating with host parents.
029	**Common Childhood Illnesses and Handling Emergencies**	This course will familiarize the Care Professional with first aid techniques for general and common illnesses, respiratory incidents, and handling incidents such as fevers, seizures, or fainting.	Upon successful completion of this course, the Care Professional will be confident handling childhood illness and reacting with proper first aid techniques and care should their child experience a routine or more serious illness.