

ERSEA: Training

Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA)



Trainer: Tammy T. Jelinek, MBA, Partner

WIPFLi^{LLP}
CPAs and Consultants

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Head Start Program Performance Standards

45 CFR Chapter XIII
September 2016



U.S. Department of Health and Human Services
Administration for Children and Families
Office of Head Start



Training

§ 1302.12 (k)(1) Records

Keep eligibility determination records for each participant and on-going training records for program staff.

A program may keep these records electronically.



§ 1302.12(m)(1) Training

Training for all Governing Body, Policy Council, management, and staff who determine eligibility

(i) How to collect complete/accurate eligibility info from families/3rd party sources;

(ii) Strategies for treating families with dignity and respect & for dealing with domestic violence, stigma, and privacy; and,

(iii) Explain policies and procedures describing actions taken against staff, families, or participants who intentionally attempt/provide false information

§ 1302.12(m)(2-4) Training

Management/Staff: within
90 days from hire

Governing Body/PC: within
180 days beginning term

Develop policies on how
often training will occur





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Kate D. Atkins, MS
katkins@wipfli.com
608.270.2944

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