

**Home Study Plan Form**

Home Study Training provides CCIP participants with a learning option that includes training done independently (at home) and during an in-person training session (with a CCIP staff member from a Child Care Resource & Referral agency). Home Study Plans must adhere to CCIP Training Guidelines, so it is important to review the [CCIP Policies and Procedures](http://www.rrnetwork.org/information_policies_procedures_and_forms), and a sample [Home Study Plan](http://www.rrnetwork.org/home_study_packets) before submitting Home Study Plans that you develop for approval. You may choose to utilize [previously approved Home Study Plans](http://www.rrnetwork.org/home_study_packets) with your CCIP participants, as is. If you wish to modify approved Home Study Plans, they need to be reviewed and approved before being distributed to CCIP participants. Contact a member of the [CCIP Training Group](http://www.rrnetwork.org/ccip_quality) for Home Study Plan approval or for any questions you have about Home Studies.

**Home Study Title:**

|  |  |  |
| --- | --- | --- |
| ***Independent Home Study Session*** | | |
| **Components** | **Description and Directions** | **Time Assigned** |
| **Content** |  |  |
| **Reflection** |  |  |
| **Activity** |  |  |
| [**CA ECE Competencies**](http://www.cde.ca.gov/sp/cd/re/documents/ececompetencies2011.pdf)  **Alignment:** |  | |
| **Resources** |  | |
| **Materials** |  | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Training Time Completed**  ***Independent session length ≤ 1.5 hours In-person session length ≥ Independent session*** | | | | | **CCIP Module + Section(s)/Subsection(s)**  ***Indicate one per Module only*** |
| **M1** | **M2** | **M3** | **M4** | **M5** |
| 1. **Independent home study session** |  |  |  |  |  |  |
| 1. **In-person session (“My CCR&R” in CCIP Database)** |  |  |  |  |  |
| 1. **Training time subtotals (mins.):** |  |  |  |  |  | **Grand total:** |

**Submitted by (*Name, CCR&R Agency, County, Date*):**      
**Approved by:**