

# Gateways to Opportunity® Registry Tips

## How to Print your Completion of IDHS CCAP Training Requirements Report

**1** Go to **www.ilgateways.com**. Click the **Registry Member Login** button. Log into the Gateways Registry Dashboard with your **username** and **password**.

**REGISTRY MEMBER LOGIN**

### Login Credentials

User Name

User Name

Password

Password

**Login**

- Don't have an online user?
- Forgot your password?
- Forgot your username?

**2** Click the **My Registry** Portal. Then click the **Plan** section. Next click the **Reports** section.



MY REGISTRY



PLAN



REPORTS

**3** Click the **Reports** tab. Then click **Get Report** to download your Completion of IDHS CCAP Training Requirements Report.

My PDR Reports

### Completion of IDHS CCAP Training Requirements

This report shows whether you have completed the training and certification required for the IDHS Program (CCAP). For more information about the requirements, click [here](#).

**Get Report**

Gateways to Opportunity Registry Completion of IDHS CCAP Training Requirements	
Individual Report	
<b>Instructions:</b> This report shows whether you have completed the ECE Credential Level 1 modules needed for the IDHS CCAP training requirements in the last 5 years. • If you have signed CPSRF Ad certification or completion of the DCF's Mandated Reporter training in the last 5 years, this is also shown below. • Please note that the Gateway Registry records will serve as proof of completion of the ECE Credential Level 1 modules and "Other CCAP" only.	
<b>Current Employment</b>	<b>Employment Start Date:</b> 12/1/2009
<b>Program/Title Name:</b> [REDACTED]	<b>Position Start Date:</b>
<b>Position Code:</b> 0 - Family Child Care Provider	
<b>Agency/Service:</b> Twin, PreSchool	
<b>Year 1 of ECE Credential Level 1</b> <span style="float: right;">Must be completed by September 30, 2011</span>	
Module 1: Child Growth and Development	
Module 2A: Health Issues in Group Care	
Module 2B: Nutrition Issues in Group Care	
Module 2C: Safety Issues in Group Care	
<b>Year 2 of ECE Credential Level 1</b> <span style="float: right;">Must be completed by September 30, 2011</span>	
Module 3: Observation and Guidance	1582013
Module 4: Learning Progress in Relationships	1582013
Module 5: Family and Community Relationships	2820013
Module 6: Personal and Professional Development	2820013
<b>Year 3 of ECE Credential Level 1</b> <span style="float: right;">Must be completed by September 30, 2011</span>	
Module 7A: Child Growth and Development (Part A - Infant)	
Module 7B: Child Growth and Development (Part B - Toddler)	
Module 7C: Child Growth and Development (Part C - Preschool)	
Module 8A: Practical Child, Social & Emotional Development	
Module 8B: Practical Child, Physical Development	
Module 8C: Practical Child, Language Development	
Module 8D: Practical Child, Cognitive Development	
Module 9: School-Age Development	