



**NOCTI**  
State Customized  
Credential Blueprint



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# **Child Care and Support Services Management (PA)**

Code: 7933 / Version: 01  
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## General Assessment Information

### Blueprint Contents

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**Test Type:** The Child Care and Support Services Management PA assessment Art Assessment was developed based on a Pennsylvania statewide competency task list and contains a multiple-choice and performance component. This assessment is meant to measure technical skills at the occupational level and includes items which gauge factual and theoretical knowledge.

**Revision Team:** The assessment content is based on input from Pennsylvania educators who teach in approved career and technical education programs.



19.0708- Child Care & Support  
Services Management



Career Cluster -  
Human Services

## Written Assessment

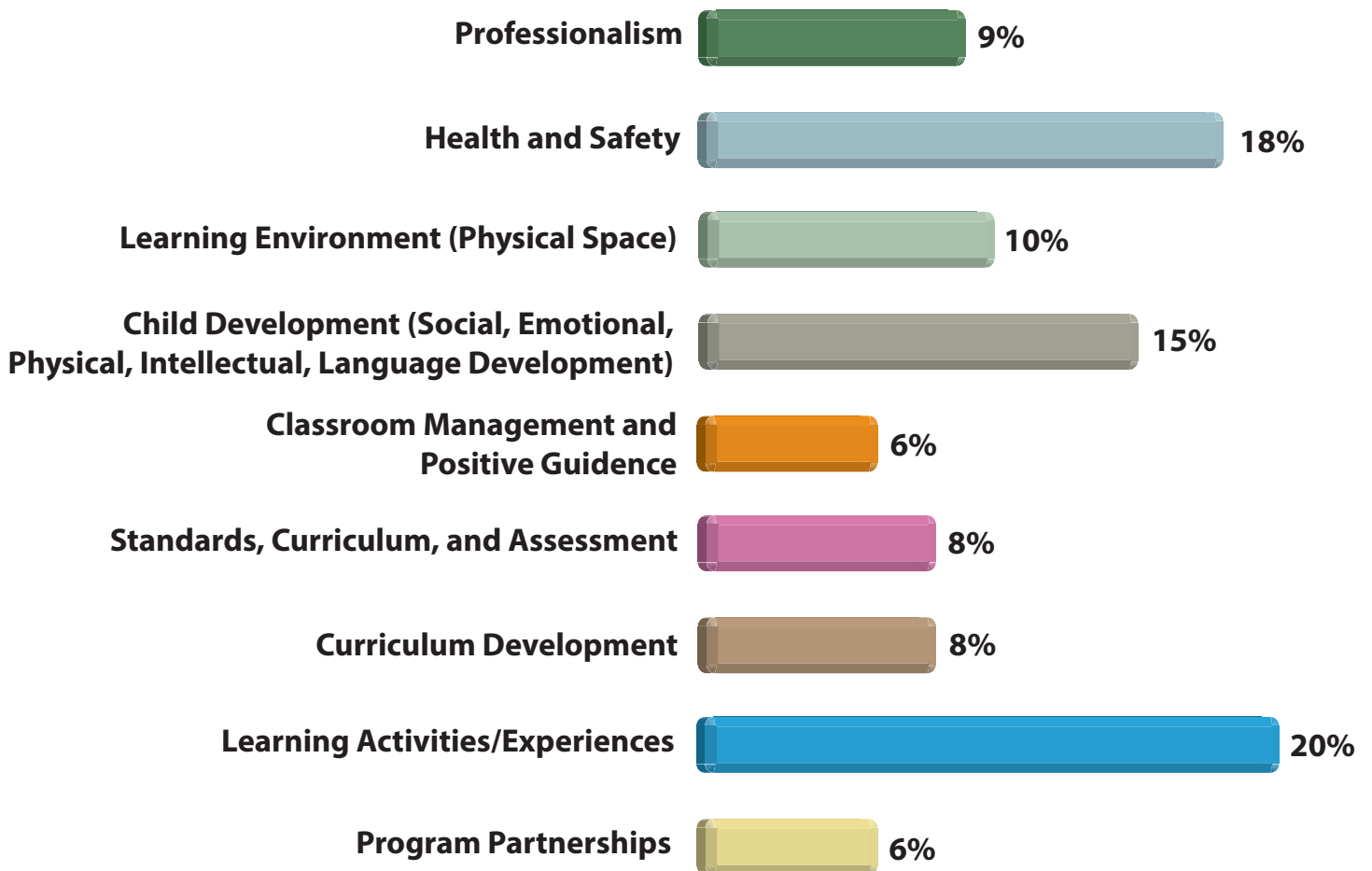
NOCTI written assessments consist of questions to measure an individual’s factual theoretical knowledge.

**Administration Time:** 3 hours

**Number of Questions:** 200

**Number of Sessions:** This assessment may be administered in one, two, or three sessions.

### Areas Covered



## Specific Standards and Competencies Included in this Assessment

### Professionalism

- Compare and analyze types of early learning programs
- Identify personal qualities and career opportunities needed for employment
- Develop a personal and professional portfolio
- Investigate the requirements of the CDA-Ready Certificate and School-Age Credential
- Analyze NAEYC Standards and the Code of Ethical Conduct
- Analyze the Pennsylvania Early Learning Standards
- Investigate the importance of advocacy in the profession
- Identify resources for professional development
- Identify state, national, and international models of pre-kindergarten

### Health and Safety

- Identify Department of Public Welfare regulations and PA Department of Education codes
- Identify types of child abuse
- Identify communicable diseases and chronic medical conditions
- Identify characteristics of safe, healthy environment
- Identify and describe infection control procedures and prevention of illness policies
- Identify nutritional requirements
- Plan nutritious meals and snacks
- Care for the mildly ill child
- Identify and follow adult health regulations
- Complete a health and safety checklist and develop recommendations
- Identify and demonstrate safe transportation practices in child care settings
- Identify components and develop an emergency management plan for a child care setting
- Identify liability issues of child care workers regarding children's safety in a child care setting
- Identify and manage program records, budgets, and reports
- Describe and apply best practices for reducing stress on children and caregivers in the early learning environment

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## Specific Standards and Competencies (continued)

### Learning Environment (Physical Space)

- Examine the value of play and use best practices to support children's play
- Examine the process and use best practices for developing children's creativity
- Examine, evaluate, and use culturally relevant learning centers and materials
- Evaluate and maintain the indoor and outdoor learning environments
- Evaluate classroom environment using the ITERS, ECERS, and/or SACERS

### Child Development (Social, Emotional, Physical, Intellectual, Language Development)

- Identify educational theorists and their concepts
- Identify developmental stages or areas
- Identify the stages of artistic and musical development
- Identify characteristics of infant development
- Identify characteristics of toddler development
- Identify characteristics of preschool development
- Identify characteristics of school-age development
- Identify characteristics of special needs children
- Research the importance of early language and literacy development for school success
- Integrate literacy/language development throughout all activities



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## Specific Standards and Competencies (continued)

### **Classroom Management and Positive Guidance**

- Use positive methods to guide children's behavior
- Analyze the influence of environment and caregiver management techniques on children's behavior and make appropriate adjustments
- Supervise the daily routines of children

### **Standards, Curriculum, and Assessment**

- Use basic tools and types of observations
- Observe, record, and analyze children's behavior
- Develop appropriate learning experiences based on observations
- Link Early Learning Standards for Early Childhood (infant-toddler, pre-kindergarten, and kindergarten) to all learning experiences
- Describe the elements of curriculum (individualized goals, family and environment, learning environment, content resources)

### **Curriculum Development**

- Investigate a variety of curriculum models
- Develop long- and short-range curriculum goals
- Determine and write objectives
- Create a file of culturally relevant instructional resources
- Create a resource of learning experiences
- Complete, investigate, and document a resource unit card
- Plan weekly curriculum
- Develop daily lesson plans

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## Specific Standards and Competencies (continued)

### Learning Activities/Experiences

- Prepare, present, and evaluate self-care activities
- Prepare, present, and evaluate activities which promote a positive self-concept
- Prepare, present, and evaluate science activities
- Prepare, present, and evaluate music activities
- Prepare, present, and evaluate puppetry activities
- Prepare, present, and evaluate flannel board activities
- Prepare, present, and evaluate children's literature
- Prepare, present, and evaluate language and literacy activities
- Prepare, present, and evaluate math activities
- Prepare, present, and evaluate creative art activities
- Prepare, present, and evaluate food and nutrition related activities
- Prepare, present, and evaluate health and safety activities
- Prepare, present, and evaluate social studies activities
- Prepare, present, and evaluate fine motor activities
- Prepare, present, and evaluate gross motor activities
- Prepare, present, and evaluate transition activities
- Prepare, present, and evaluate creative drama activities
- Prepare, present, and evaluate creative movement activities
- Prepare, present, and evaluate woodworking activities
- Prepare field trips as a learning experience
- Use current technology and equipment



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## Specific Standards and Competencies (continued)

### Program Partnerships

- Communicate with families
- Create a resource file of community services
- Describe and implement best practices for supporting children and families during transition
- Identify the family's role in developing individualized goal plans for children
- Recognize the role that cultures and values of the family play in children's upbringing and individualize experiences for children





## Sample Questions

**Appropriate teacher and child care staff conversation topics in the classroom include**

- A. confidential information
- B. children's activities
- C. behavioral problems
- D. staff related matters

**Teachers introduce children to good nutritional habits by**

- A. providing only foods they like
- B. serving a variety of foods
- C. following the latest nutrition fads
- D. punishing children who do not want to finish their food

**Social, emotional, intellectual, and physical development are**

- A. based on unknown factors
- B. not inter-related
- C. all inter-related
- D. totally independent of each other

**A language assessment checklist helps to identify a problem with stuttering, articulation, or**

- A. seriation
- B. critical thinking
- C. pronunciation
- D. sensory delay

**In a preschool classroom, puppets are used**

- A. only by the teacher
- B. only on special occasions
- C. by children when they ask
- D. by both teachers and children

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### Sample Questions (continued)

**The best example of an activity that allows children to solve problems alone is a**

- A. board game
- B. puzzle
- C. coloring book
- D. storybook

**When two preschool children fight over a toy, it is a good idea to**

- A. ignore the situation
- B. ask who had it first
- C. remove the toy entirely
- D. help children find a solution

**The goal of providing a multicultural program is to**

- A. encourage respect for diversity
- B. create opinions
- C. decide which abilities are superior
- D. highlight differences

**Self-help skills such as toileting and dressing are indicators of \_\_\_\_\_ development.**

- A. physical
- B. emotional
- C. cognitive
- D. social

**Mutual respect and common goals contribute to**

- A. unattainable expectations for the child
- B. competition between family members
- C. successful partnerships with families
- D. the need for mediation among teachers

## Performance Assessment

NOCTI performance assessments allow individuals to demonstrate their acquired skills by completing actual jobs using the tools, materials, machines, and equipment related to the technical area.

**Administration Time:** 2 hours

**Number of Jobs:** 6

### Areas Covered:

#### 10% Demonstrate Washing of Caregiver's Hands

Participants will demonstrate the proper handwashing steps for a caregiver at a sink with running water and using liquid soap and paper towels.

#### 19% Arrange a Room

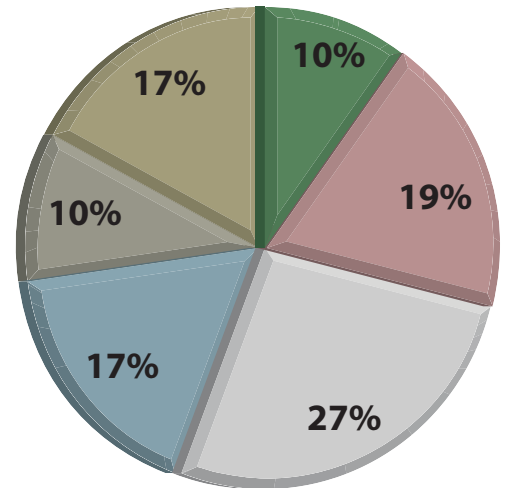
Participants will arrange a room considering traffic patterns, and availability of toys and materials. Scoring will include the quality of the graphic layout.

#### 27% Prepare a Lesson Plan

Participants will create a lesson plan demonstrating a consistent theme with developmental and objectives clearly stated. Appropriate equipment and materials will be included with written introductions and procedures as well as open-ended questions. Participant will be required to list back-up activities and identify all resources.

#### 17% Storytelling

Participants will select an age-appropriate book and ensure a proper introduction of the book. Scoring will include presentation techniques as well as group interaction.



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### Areas Covered (continued)

#### **10% Gross Motor Stretching Activity**

Participant will lead a group in a gross motor stretching activity following proper safety procedures. Scoring will include the participant's interaction and management of the group.

#### **17% Present a Lesson Plan**

Participant will present a lesson plan which should include an effective introduction and clear instructions for the children. Participant should consider the use of appropriate equipment and materials in implementing the lesson plan.

## Sample Job

### Arrange a Room

**Maximum Time:** 30 minutes

**Participant Activity:** Arrange learning centers in a preschool classroom for children ages 3 to 5; cut out the nine learning centers on the page provided; glue the learning centers in the appropriate places; draw lines to indicate learning center boundaries in the classroom; draw arrows to indicate traffic patterns; and list 5 different types of supplies/toys that would be appropriate to put in the learning center.

