



# PROFESSIONAL DEVELOPMENT PROGRAM ROCKEFELLER COLLEGE

UNIVERSITY AT ALBANY State University of New York

## Registering for Medication Administration (MAT) Training

Thank you for your interest in attending the Medication Administration Training (MAT). The New York State Office of Children and Family Services (OCFS) has specific regulations about giving medication to children in child day care settings. The regulations require all child day care programs that choose to administer medication, other than over-the-counter topical ointments, sunscreen and topically applied insect repellent, to meet certain conditions including having staff who are approved to give medication in a child care setting. OCFS approved the following Medication Administration Training course for you to fulfill this requirement.

Please follow the instructions below in order to register for a MAT training. Once your training is complete, your certificate of completion will be available for you to print in your ECETP account.

**Step One:** Log-in to your ECETP E-Learning account.

<https://www.ecetp.pdp.albany.edu/mytraining/Login.aspx?ReturnUrl=%2fmytraining%2fdefault.aspx>

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### Early Childhood Education and Training Program

[Home](#) [About PDP](#) [Obtain/Renew MAT](#) [Learn](#) [Sign up](#) [Apply](#) [Become an Approved Trainer](#) [Find](#) [Resources](#) [My Registration](#)

#### New to ECETP?

You will need to create an online ECETP account to:

- Register for ECETP training
- Apply for EIP or CDA scholarships

[Create a New Online ECETP Account](#)

If you would rather perform the above functions through paper applications, [download the applications here](#).

#### Already have an ECETP account?

E-mail (User Name):

Password:

[I forgot my password.](#)

[Don't have an e-mail address?](#)

[I forgot my user name.](#)

[Login](#)

**DO NOT** share your username or password! It is not appropriate for any other individual or organization to have or request access to this information.



**Step Two:** Select “Apply for Health and Safety or MAT Training” on the ECETP Welcome! page.

The screenshot shows a web page titled "Welcome!". Below the title, it says "You may now:". There are five dark blue buttons with white text arranged vertically. The second button, "Apply for Health & Safety or MAT Training", is circled in white. The other buttons are "Apply for EIP Online Application", "Register for Videoconferencing", "Register for or Continue an e-Learning Course", and "Print Certificates - View EIP Status".

Welcome!

You may now:

Apply for EIP Online Application

Apply for Health & Safety or MAT Training

Register for Videoconferencing

Register for or Continue an e-Learning Course

Print Certificates - View EIP Status

**Step Three:** You will be directed to the “Find Training” page. Look for the specific training you wish to register for.

**Step 1 of 2: Choose Your Training**

The screenshot shows a search interface for training. At the top is a search bar with a magnifying glass icon and the placeholder text "(any title, organization, trainer)". Below the search bar are four columns of filters, each with a heading and a list of options with checkboxes.

(any title, organization, trainer)

**By Date:**  
Start: 5/09/2017  
End:

**By Program:**  
☐ EIP  
☐ Health & Safety  
☐ MAT

**Course Type:**  
--Any--

**By Region:**  
☐ Albany  
☐ Buffalo  
☐ Long Island  
☐ New York City  
☐ Rochester  
☐ Syracuse  
☐ Spring Valley


**By OCFS Topic Areas:**  
☐ 1. Principles of Childhood Development  
☐ 2. Nutrition and Health  
☐ 3. Child Care Program Development  
☐ 4. Safety and Security  
☐ 5. Business Records  
☐ 6. CA/M ID and Prevention  
☐ 7. Child Care Statutes and Regs  
☐ 8. CA/M Statutes and Regs  
☐ 9. Shaken Baby Syndrome

**By Core Body of Knowledge:**  
☐ 1. Child Growth and Development  
☐ 2. Family and Community Relationships  
☐ 3. Observation and Assessment  
☐ 4. Environment and Curriculum  
☐ 5. Health, Safety, and Nutrition  
☐ 6. Professionalism and Leadership  
☐ 7. Administration and Management



**Step Four:** Select the training you would like to register for.

### Step 1 of 2: Choose Your Training

Keywords:    
(any title, organization, trainer)

**By Date:**

Start:

End:


**By Program:**

☐ EIP

☐ Health & Safety

☒ MAT

**Course Type:**

--Any-- 

**By Region:**

☐ Albany

☐ Buffalo

☐ Long Island

☐ New York

☐ Rochester

☐ Syracuse

☐ Spring Valley

**By OCFS Topic Areas:**

☐ 1. Principles of Childhood Development

☐ 2. Family and Community Relationships

☐ 3. Observation and Assessment

☐ 4. Environment and Curriculum

☐ 5. Health, Safety, and Nutrition

☐ 6. Professionalism and Leadership

☐ 7. Administration and Management

☐ 8. CA/M Statutes and Regs

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**By Core Body of Knowledge:**

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☐ 5. Health, Safety, and Nutrition

☐ 6. Professionalism and Leadership

☐ 7. Administration and Management

You can search by the Trainers Name, Program Type, or by Dates of Training

3 Trainings have been found					Sort by: <span>Earliest</span> 
Title	Training Org	Trainer	Start Date	End Date	Location
<a href="#">Medication Administration Training (MAT) Classroom</a>	-	Elissa Guzzardi	May 16, 2017	May 17, 2017	<a href="#">313 Central Park Ave., Scarsdale, NY 10583</a>
<a href="#">Medication Administration Training (MAT) Classroom</a>	-	Elissa Guzzardi	Jun 24, 2017	Jun 24, 2017	<a href="#">313 Central Park Ave., Scarsdale, NY 10583</a>
<a href="#">Medication Administration Training (MAT) Classroom</a>	-	Elissa Guzzardi	Jul 29, 2017	Jul 29, 2017	<a href="#">313 Central Park Ave., Scarsdale, NY 10583</a>

Select the Training:

**Training Specification**  
**Medication Administration Training (MAT)**  
**Classroom**  
*This competency-based 8-hour course provides specific instruction on safely administering medication to children in child care programs. Successful completion of this course is required for an individual to administer medication in a child day care program. This is the only course approved by NYS OCFS for this purpose.*  
**OCFS Topics:**  
2. Nutrition and Health, 7. Child Care Statutes and Regs, 4. Safety and Security  
**Core Body of Knowledge:**  
5. Health, Safety, and Nutrition  
**Total Cost:** \$150  
**Total Hours:** 8  
**Capacity:** 8  
**Trainer:** Elissa Guzzardi  
**Reg Contact:** Julaina Leshi  
  
It begins **Jul 29, 2017** ends **Jul 29, 2017**

Start Date	End Date	Duration
Jul 29 - 09:00 AM	Jul 29 - 06:00 PM	9 hours

  
📍 Child Care Council of Westchester  
313 Central Park Ave., Scarsdale, NY 10583  
☎ (914) 761-3456  
  

**Apply for this training****Close it**

Medication Administration Training (MAT) | - | Elissa Guzzardi | May 16, 2017 | May 17, 2017 | 313 Central Park Ave.,

Review the training information; then select "**Apply for this training**".



**Step Five:** You should now be on **Step 2 of 2**. Review and complete your Personal, Contact, and Child Care Program information. Select **"Apply"**.

### Step 2 of 2: Apply for MAT Training Program

Training Info	Medication Administration Training (MAT) Classroom				
	<i>This competency-based 8-hour course provides specific instruction on safely administering medication to children in child care programs. Successful completion of this course is required for an individual to administer medication in a child day care p...</i>				
Training Info	Total Cost: \$150 Total Hours: 8 Capacity: 8 Trainer: Elissa Guzzardi	It begins <u>Jul 29, 2017</u> ends <u>Jul 29, 2017</u>			
		<table border="1"><thead><tr><th>Start Date</th><th>End Date</th></tr></thead><tbody><tr><td>Jul 29 - 09:00 AM</td><td>Jul 29 - 06:00 PM</td></tr></tbody></table>	Start Date	End Date	Jul 29 - 09:00 AM
Start Date	End Date				
Jul 29 - 09:00 AM	Jul 29 - 06:00 PM				
	📍 Child Care Council of Westchester 313 Central Park Ave., Scarsdale, NY 10583 📞 (914) 761-3456				
Personal Info	First Name: <input type="text" value="Claudia"/> *				
	Last Name: <input type="text" value="Melendez"/> *				
Contact Info	Address 1: <input type="text" value="42 fort green place"/> *				
	Address 2: <input type="text"/>				
	City: <input type="text" value="brooklyn"/> *				
	State: <input type="text" value="NY"/> *				
	Zip Code: <input type="text" value="21120"/> *				
	County: <input type="text" value="Albany"/> *				
	Home Phone: <input type="text" value="(516) 474-7494"/> *				

**Step Six:** A confirmation message should display once you successfully complete your training registration.

