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# STATE OF CONNECTICUT

## OFFICE OF EARLY CHILDHOOD



Connecticut Office of  
Early Childhood

Beth Bye  
Commissioner

TO: Licensed Child Care Center and Group Child Care Home programs

FROM: Connecticut Office of Early Childhood (OEC)

DATE: November 20, 2023

RE: Education Consultant information in the OEC Registry – **PLEASE SHARE**

The Regulations of Connecticut State Agencies require all licensed Child Care Centers and Group Child Care Homes to have an early childhood educational consultant available to the operator and staff for advice and support regarding the educational content of the program. We are writing to inform you that the OEC recently transitioned approval of Education Consultants from the Licensing Division to an automated process through the [OEC Early Childhood Professional Registry](#) (“the Registry.”) The Registry is also where individuals apply to be a head teacher.

The Licensing section of the OEC website has been updated to direct those looking to apply to be OEC approved Education Consultants to log into their Registry account and follow the steps as directed. Please remember, even though Education Consultants will be managed through the Registry, programs are responsible for notifying the OEC Licensing Division if they contract with a new Education Consultant.

*There are a few benefits for both programs and Education Consultants regarding this transition.*

One benefit of this transition is for licensed programs. Operators of Child Care Centers and Group Child Care Homes will now be able to search for an approved Education Consultant through the OEC Registry through the My Role Applications tab, and then clicking “About the TA Providers Program” to search for a Technical Assistance Provider. In addition, not only will programs be able to search for OEC approved education consultants, but they will also be able to narrow the search for consultants based on the specialties for which they are approved, counties they are willing to travel to, and languages spoken.

Another benefit is for Education Consultants. Once linked to the Registry, Education Consultants may choose to list their information publicly on the Early Childhood Professional Registry website to be included in the OEC Approved Education Consultant search. This information includes the consultant’s name and contact information, the list of specialties for which they are approved, the counties they are willing to travel to, and languages spoken. At any time, consultants can log into their account to opt-out of this information sharing option. To keep an active database of Education Consultants, once enrolled in the OEC Registry, all Education Consultants will be asked to annually update their contact information as well as their choice to be searched publicly through the OEC Registry.

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The Education Consultant approval process existed within the licensing division for many years and precedes our electronic records. For this reason, we may not have accurate contact information for all approved Education Consultants. As part of the outreach effort to inform current and/or future Education Consultants of this exciting transition to the Registry, a flyer has been developed (attached) and we hope that all licensed child care center and group child care home programs will share this information with their consultants to inform them of this information.

Thank you for your partnership in this exciting transition!