

December 15, 2009

Dear Child Care Provider:

Effective today, December 15, 2009, registration for trainings scheduled for 2010 will be available online. Due to this convenient, new self-registration method, **THE RESOURCE AND REFERRAL OFFICES WILL NO LONGER REGISTER PROVIDERS FOR TRAININGS SCHEDULED BEYOND DECEMBER 31, 2009.**

Simply log on to www.opdn.org , sign in and search for a training session under the “Trainings” tab, open the training to view the details of the training, and click “Register for this training”.

If you registered accidentally, simply return to the training detail page through the Trainings tab at the top of OPDN.org or through the PDTrack trainings page in your OPDN.org profile and click on the “Unregister” button.

Training registration through PDTrack will streamline the training verification process; if you register for your training through PDTrack you won't have to mail in your forms to the Registry for verification, -- it will all happen automatically.

IF YOU DO NOT HAVE ACCESS TO A COMPUTER YOU ARE WELCOME TO CONTACT THE LIMA OR TOLEDO OFFICES TO SCHEDULE AN APPOINTMENT TO USE OUR COMPUTER. ALSO, THERE ARE COMPUTERS AVAILABLE TO USE FOR FREE AT YOUR LOCAL PUBLIC LIBRARY.

If you have questions about the registration process, please call our offices (Lima: 1-800-992-2916 or Toledo: 1-800-632-3052) for assistance. You may also contact OCCRRA at 877-547-6978.

Thank you,

Tami Matthews

Tami Matthews, Director
YWCA Child Care Resource and Referral