

## Big Fish Academy/Farragut Campus New Employee Training Hours

1. Set up an account with Tnpal.org. Once you have set up your account, go to the icon on top right and it will list your registry ID. You will need this ID number when you set up your prosolutions account.
2. Register an account online at <https://www.prosolutionstraining.com/tn>  
The Provider ID is 842247538201
3. Once in TNpal, go to profile, and add Big Fish Academy as your employer.
4. Once you are an employee of Big Fish Academy on Tnpal, please upload your diploma or transcript.
5. Click Course Catalog and search for the following courses and register: **Complete the below courses before your first day of work.**
  - Licensure Rules and Regulations Prosolutions Training (3 hours)
  - Shaken Baby/Abusive Head Trauma Prosolutions Training (1 hour)
  - Before You Begin: New Educator Prosolutions Training (4 hour)
  - Sudden Infant Death Syndrome (SIDS)/Safety Risks for Infants Prosolutions Training (1 hour)
  - Recognizing and Reporting Suspected Child Abuse Prosolutions Training (2 hours)
  - Abusive Head Trauma and Shaken Baby Syndrome google form and complete training (1 hour)
  - Responding to Medical Emergencies (1 hour)
  - Administering Medication in Child Care Settings Training (1 hour)
  - Daily Bread Training (2 Hours)

### Details:

1. The Prosolutions training module is titled : Licensure Rules and Regulations  
The training module is divided into 9 short sections, with quizzes that must be passed at the end of each. This is a 3 hour course (it did not take me 3 hours). You will be paid for your training once you have printed your certificate and turned it into leadership.

I have completed the modules and here is some info to know:

\*\*\*\*Not all questions are answered in the training slides, so if you are not well versed in the rules, you may need to search for the answers in DHS rules. I have attached a copy of the current Licensure Rules for you to share with staff.

To search in the rules, hit the Ctrl and F key at the same time and a search bar will pop up. Then you can search for the answer.

<https://publications.tnsosfiles.com/rules/1240/1240-04/1240-04-01.20220629.pdf>

\*\*\*\*They try to trick you in their verbiage. Pay close attention to how they are wording the question.

\*\*\*\*If you do not pass with an 80 the first time, a screen will appear and show you what you missed. Learn from what you missed and retake the test. If you fail the test a second time, you will need to email [support@prosolutionstraining.com](mailto:support@prosolutionstraining.com) for them to reset the test.

2. The Prosolutions training module is titled : [Head Trauma Shaken Baby Syndrome/Abusive](#). Complete and print your certificate and give it to the leadership team.
3. The Prosolutions training module is titled : [Before You Begin: New Educator](#). Complete and print your certificate and give it to the leadership team.
4. The Prosolutions training module is titled : [Sudden Infant Death Syndrome \(SIDS\) and Safety Risks for Infants](#). Complete and print your certificate and give it to the leadership team.
5. The Prosolutions training module is titled : [Recognizing and Reporting Suspected Child Abuse](#). Complete and print your certificate and give it to the leadership team.
6. The google form link: [Abusive Head Trauma and Shaken Baby Syndrome Training](#). Complete this google form and see the leadership team to fill out the module completion form.
7. The Prosolutions training module is titled : [Responding to Medical Emergencies](#). Complete and print your certificate and give it to the leadership team.
8. The Prosolutions training module is titled : [Administering Medication in Child Care Settings](#). Complete and print your certificate and give it to the leadership team.
9. Daily Bread Training: Watch this webinar: **Using Ounce Equivalents for Grains in the CACFP** via this link:  
<https://mailchi.mp/odbccacfp.org/training-video-using-ounce-equivalents-for-grains-in-the-cacfp-2022>

Log into Webinar Reflection Activity ODB CACFP Training Session via this link: <http://webinars.odbccacfp.org/> and complete this online form to get credit for training. Make sure to have your TNPAL number and enter where prompted.

Watch this webinar: **Sneaky Chef: Healthy CACFP Meal and Snack Options** via this link:

[https://us02web.zoom.us/j/322ByYZ6sa4jNP2Y6g6bhSVdU\\_1aZ9579Y6lwMeV4S2wioZPQbOyuUCi4smHBo6ik3MWgaND0vIGmFFI.YtVIOCO8IerjTP6f?autoplay=true](https://us02web.zoom.us/j/322ByYZ6sa4jNP2Y6g6bhSVdU_1aZ9579Y6lwMeV4S2wioZPQbOyuUCi4smHBo6ik3MWgaND0vIGmFFI.YtVIOCO8IerjTP6f?autoplay=true)

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Please note that all training hours for new employees are paid after completing 90 days employment.