

Missouri Professional Development (MOPD) Registry for

Early Childhood, School-Age/After-School and Youth Development Professionals: Terms of Service

About the Missouri Professional Development Registry

The MOPD Registry was created to:

- serve as a repository to track the educational achievements and completion of professional development by early childhood, school-age/after-school, and youth development professionals
- recognize educational advancements through placement on the Missouri Education Matrix
- support professionals' participation in the Missouri Professional Development System
- support early childhood, school-age/after-school, or youth development programs' participation in quality initiatives or documentation of compliance with regulatory requirements
- provide data for policymakers as they evaluate the strengths and needs of the workforce

The MOPD Registry collects: contact, race/ethnicity, gender, language, employment, education, credential, and training information.

The following types of professionals enroll in the MOPD Registry:

- Any professional who works directly with children or youth in a group setting
- Any professional who provides education, training, or technical assistance to early childhood, school-age/after-school, or youth development professionals
- Any professional who works directly with children and families
- Any professional who plans to work directly with children or youth in a group setting (e.g., college student or job-seeking)
- Other professionals who work in or support early childhood, school-age/after-school, or youth development programs or professionals

Note: Professionals working in all types of group settings are encouraged to enroll regardless of licensing status. Examples of group settings include, but are not limited to: center-based programs, home-based programs, group-home programs, Head Start, school-based early childhood or after-school programs, etc.

Reasons why OPEN may share your information and examples of who may see the data:

- To support your participation in or provision of approved training
 - Example: Child Care Aware® of Missouri
- To support early childhood, school-age/after-school or youth development programs' participation in quality initiatives or documentation of regulatory requirements
 - Examples: Authorized Individual/Employer, Missouri Department of Health and Senior Services-Section for Child Care Regulation personnel, Missouri Department of Social Services personnel, Missouri Department of Elementary and Secondary Education personnel, Child Care Aware® of

Missouri personnel, Missouri Accreditation personnel, and all State-funded training and technical assistance providers

- To verify my educational attainment and ongoing training and education by relevant state agencies
 - Example: The Missouri Education Matrix helps to determine eligibility for some state-funded grants and contracts.
- To report to OPEN’s Registry funders about recruitment deliverables and requirements
 - Example: Missouri Department of Social Services
- To provide education, employment, and training data for research purposes
 - Example: Researchers with project approval
- To report workforce trends (Note: Aggregate data only)
 - Examples: National Workforce Registry Alliance, Stakeholders, Policymakers, Researchers
- To determine my eligibility for Missouri Professional Development System quality initiatives
 - Example: Missouri’s Director Credential

How does OPEN protect my personal information?

To protect your information from unauthorized access and use, OPEN implements security protocols that comply with the University of Missouri standards. These measures include authentication protocols in the web-based interface, computer safeguards, confidentiality policies for all OPEN staff members, and secured files and building.

How does OPEN collect my information?

Data are collected using an on-line enrollment and update interface, paper enrollment forms and supporting documentation, and personal contact with individuals and duly authorized program representatives (e.g., employers).

<u>Data Category</u>	<u>Data Source</u>
Personal Identifying Information	Individual (must accept Terms of Service)
Personal Contact	Individual
Demographic	Individual
Employment Information	Individual or Duly Authorized Individual
Education Information	Individual or Duly Authorized Individual
Credential Information	Individual or Duly Authorized Individual
Training Information	Submitted directly to OPEN by Individual or Duly Authorized Individual OR Transferred from Workshop Calendar

Updates to Terms of Service

OPEN reserves the right to change the Terms of Service without any further notice to you. All changes will be posted on the OPEN website (www.OPENinitiative.org) at least 30 days prior to their implementation. Please refresh your web browser to ensure that you are viewing the current Terms of Service.