

# Certificates of Completion for CCDF Health and Safety Orientation Training only



All participants who successfully complete your CCDF Health and Safety Orientation training should receive a certificate of completion. In order to adequately document the participant's training experience, your training certificate must include the information listed below. **Please note that the Bright from the Start logo may not be included on your certificate.** The department's name, Bright from the Start: Georgia Department of Early Care and Learning may not be used in any way that implies that the training is presented on behalf of the department or that you serve as an agent or representative of the department.

## EXAMPLE CCDF ORIENTATION ONLY CERTIFICATE

**CERTIFICATE OF COMPLETION**

**JOHN DOE**

\_\_\_\_\_  
Participant's Name

Training Date(s): \_\_\_\_\_ Place: \_\_\_\_\_

**Health and Safety Orientation Training**

Training Code: TG-BFTS-00000  
Training Level: Beginning; WKC: 1.3 & 1.4

**Clock Hours Total— 6 Hours**

**Trainer: Jane Doe, TR-BFTS-0000**

This training is approved by Bright from the Start: Georgia Department of Early Care and Learning.

\_\_\_\_\_  
Participant's Signature

\_\_\_\_\_  
Trainer's Signature

## REQUIRED INFORMATION

- Participant's Name**
- Training Date(s) & Location**
- Training Title (must be titled as shown)**
- Training Code**
- Training Level & WKC**
- Clock Hours (Clock Hours Total must equal 6 Hours)**
- Trainer Name & Code**
- Statement of Approval**
- Trainer's & Participant's Signature**