



National CPST Certification Training Curriculum Supplemental Guidelines

The National Child Passenger Safety Technician (CPST) Certification Training is a nationally standardized curriculum delivered in a cumulative manner with each successive module building on preceding modules.

New Content

The National CPST Certification Training must be delivered in its entirety, in modular order, and may not be altered in any way, including addition or deletion of content.

- Additions and/or deletions to the instruction content are **not** permitted.
- Videos must **not** be added to the curriculum.
- PowerPoint content changes are **not** permitted.

For training on supplemental content not included in the standardized curriculum, plan to offer continuing education workshops on topics such as belt shortening clip use or navigating the *LATCH Manual* after the National CPST Certification Training is finalized. Visit cpsboard.org/recertification for online learning opportunities available to CPS Technicians.

Supplemental Materials

The Media, Materials and Resources section at the start of each module lists approved supplemental materials to share with students during the National CPST Certification Training including:

- Current recall list
- **Car Seat Recommendations for Children** handout (nhtsa.gov)
- State law handout
- Car seat check form
- **CPST Recertification** flyer (cert.safekids.org)
- **CPST Recertification Personal Log** (cert.safekids.org)
- Continuing education opportunities
- Upcoming checkup events
- Points of contact

Additional supplemental materials may be shared with the students as long as instruction time to support the materials is not added into the National CPST Certification Training curriculum.

All supplemental material must be clearly identified; reflect current factual information, and not conflict with the standardized course material. Students must be informed that they will not be quizzed on the supplemental material.

Time Allotment

The time allotted to each module of the National CPST Certification Training is a recommendation. Instructors have the discretion to adjust time based on factors such as the number of students, classroom logistics, and weather conditions. A minimum of *24 instructional hours* must be scheduled.

- When adding on to the recommended time allotted to quizzes, refer to the “Instructor Guidelines for Administering Quizzes” in the *Instructor Prep Guide*.
- When adding on to the recommended time allotted to skills evaluations, refer to the “Instructor Guidelines for Administering Skills Evaluations” in the *Instructor Prep Guide*.

Course Management

The use of tools to facilitate course management is permitted including the following:

- Tracking forms
- Forms to guide the set-up of Learn-Practice-Explains, hands-on activities, and skills evaluations
- Child age/weight/height cards
- Vehicle number cards
- Seating position cards

Questions?

Ask the National Child Passenger Safety Board by submitting a Curriculum Feedback Form (cpsboard.org).