



July 2018

## Determining When to Submit Your Quality Rated Portfolio



**How do you know if you are completely  
ready for the 90-day window?**

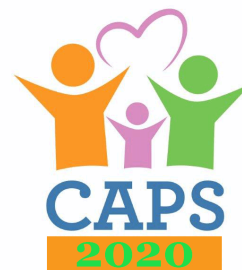
*by Kimberly Davis, QR ERS Assessor Manager*

Whether you are just beginning your journey with the Quality Rated Program or are charting your course for renewal or reassessment, having a better understanding of when to submit your portfolio gives your program the ability to better decide when observations could take place. In turn, some of the fears and worries that might go along with hitting the "submit" button may be alleviated.

If you are **submitting your portfolio for the first time or are reapplying (reapplication)**, you are not bound by a defined date to submit your portfolio. In other words, you can pick the best possible 3-month period during your calendar year to suit your operational needs.

When determining the best time to submit your portfolio, here are a few questions to ask yourself while looking at your program's calendar for any potential 90-day period:

## Quality Rated and CAPS 2020



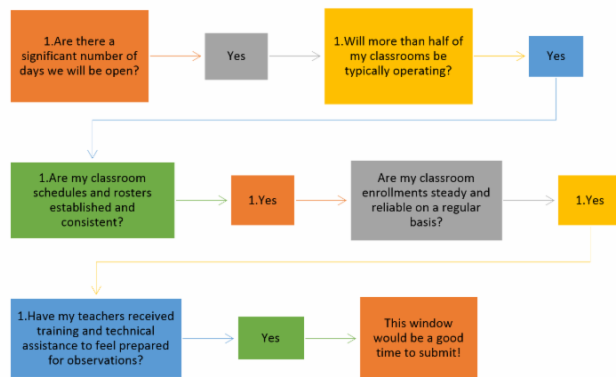
**In December 2016, the  
DECAL Advisory Committee  
adopted the following:  
Quality Rated eligible  
providers must be star rated  
by 12/31/2020 in order to  
continue to receive Child  
Care and Parent Services  
(CAPS) funding.**

## Quality Rated Peer Support Network



**Are you interested in the  
Peer Support Network?**

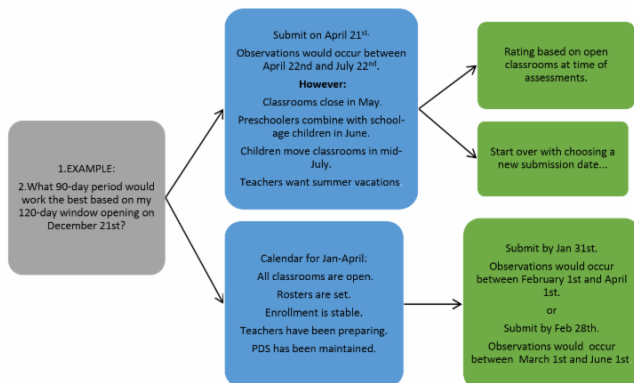
The Peer Support Network (PSN) was created by child care providers to share ideas, success stories and lessons



[Click Here to Enlarge the Photo](#)

Having many open, available days; dependable classroom schedules, rosters, and enrollments; and well-prepared staff helps to ensure your program will receive the best possible observations with the fewest obstacles (i.e., major holiday closings, employee vacations, shifting children to new classrooms, summer enrollment adjustments, etc.). These positive factors can help your program feel confident in having classroom assessments conducted.

If you are **submitting your portfolio as a required reassessment or a request for reassessment**, you are bound by an anniversary date. The following flow chart provides an example of thinking through when to submit your portfolio. The example is based on an anniversary date of April 21st :



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While this is just one example of planning ahead with your staff and/or your CCR&R technical assistant, the process of choosing the best dates possible can provide you with a more confident path and help you stay on target with your goals in the Quality Rated Program.

## Simple Interactions Help Build Relationships with Children

learned during the Quality Rated experience.

The PSN is open to all programs who are interested in earning or increasing their Quality Rated star rating. Topics of discussion are guided by the interests and needs of the participants.

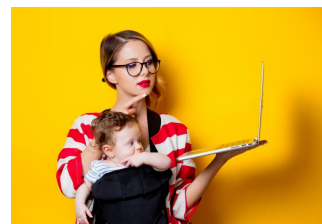
PSN Meetings are open to program owners, directors, and administrators.

Participants receive Bright from the Start ADM training hours.

Meetings are held in over 20 locations statewide.

To learn more about the Peer Support Network, email [qualityratedpsn@dec.al.gov](mailto:qualityratedpsn@dec.al.gov).

## Update Your Profile on DECAL KOALA



### Update Your DECAL KOALA Profile

Over 20,000 people shop for child care and summer camps on DECAL's website every month.

Did you know Quality Rated child care programs can add pictures and additional information to their DECAL KOALA profiles that families see when they search for child care on DECAL's website?

You can add this information to your program's profile today. [Click here](#) to watch our webinar on how to update your profile.

## Quick Links

[Quality Rated Website](#)

[Quality Rated Program Manual](#)



### Relationships...One Simple Interaction at a Time

Relationships are built one simple interaction at a time and provide a foundation for learning, from the earliest interactions with a newborn infant to the joy of conversations throughout our lives.

The Fred Rogers Institute at Saint Vincent College in Cincinnati, the hometown of Fred Rogers of Mr. Rogers Neighborhood, provides many resources to encourage intentional and in the moment interactions that enrich children's lives.

Fred Rogers was known for those interactions that were simple and deep. For many of us, the television programs helped build a foundation of relationship principles that have stood the test of time...caring, being kind, and respectful.

Providers are also encouraged to explore Simple Interactions (SI) by visiting <http://www.simpleinteractions.org/> for additional support in building relationships with children.

The goal of Simple Interactions is to to respect, support, and empower the adults who help children. The SI Tool, located on the website, is an easy-to-use instrument for observing adult-child interactions across four developmental criteria; Connection, Reciprocity, Inclusion, and Opportunity to Grow.

The site offers guidance on how to use the tool in classrooms for observing and reflecting on interactions. Programs can use the SI Tool with their staff to help improve teacher-child interactions.

Relationships do not just happen, they take intentional effort to grow and deepen over time. We encourage you to build relationships with children and their families through "simple interactions."

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**From the Review Desk:  
Quality Tips Standard 2**

**[DECAL KOALA](#)**

**[Environment Rating Scales  
Institute](#)**

**[Quality Rated Facebook](#)**

**[Quality Rated Twitter](#)**

**[Quality Rated Instagram](#)**

**[Quality Rated YouTube](#)**

**Quality Rated  
Help Desk**

**1-855-800-7747**



*To support your quality improvement efforts and to help your program achieve the highest star rating possible, we will, from time to time, offer helpful tips. We will further clarify or provide additional information on the five standards, that may help you in forming your responses, or in selecting the evidence you will upload.*

## **Quality Tips Standard 2: Child Health, Nutrition, and Physical Activity**

### **2.3 Written Health Information/Family Resources**

As a Quality Rated program, you are expected to engage in the "continuous improvement" of your health, nutrition, and physical activity practices and policies.

#### **Standard 2.3.1**

- **Standard 2.3.1** specifically asks for, and only awards points for, evidence of written materials on the importance of immunizations, oral hygiene, and vision and hearing screenings available and/or distributed to families.
- You must upload at least one sample in each of the above four areas to receive any points. No points are earned for samples in one, two or three of the areas; it must be all four.
- No points are awarded if the copies or photos are blurred or are too small to be easily read.
- There are many sources for these written materials, including your own Quality Rated website. Simply scroll down to the bottom of the QR home page and click "Additional Resources." Look in the "**Parent Resource Area**" column, the resources there include the following:
  - Hearing Loss Fact Sheet
  - Vision Loss Fact Sheet
  - Dental Health
  - Hop to it - Immunization Schedule

All of these may be used to help your families understand the importance of early health screening and to help you earn your first **2** points. You must meet the criteria here to earn any points in 2.3.

#### **Standard 2.3.2**

**In Standard 2.3.2**, you are asked to provide a copy of your policy that specifically addresses the health screenings you

require for four - year old children within 90 days of their enrollment.

Policies, as you know, are written statements. Therefore, providing a sample of health screening documents alone, will not meet the criteria and earn points. First you need to write out your policy. Here is an example of how you might write it:

*XYZ Child Care Center requires or encourages families to submit the following screenings on all four - year old children within 90 days of enrollment:*

- *Vision*
  - *Hearing*
  - *Nutrition*
  - *Dental*
- Do not submit your entire family handbook or policy manual, it will not be read.
  - Highlight the area you want to be read and considered.

If you have already earned 2 points from the first part and follow the above tips, you may earn an additional 2 points.

### **Standard 2.3.3**

**In Standard 2.3.3**, the focus is on how your program uses developmental monitoring tools. Developmental monitoring tools help to identify issues that may require early intervention. To earn points, you must tell us in writing (provide a description) how tools are used, and you must provide evidence of this.

- In your description:
  - Tell us what tool or tools you use (for example - a developmental checklist from CDC or other); tools used should be valid.
  - Tell us how often you use them
  - Tell us how families are advised that you will be monitoring their child and how families give you their permission
  - If using a questionnaire, tell us about family participation in completing it
  - Tell us what you do when families need to be referred for health - related services and developmental delays.
- Your evidence:
  - Upload a copy or sample of the developmental monitoring tool you use
  - If parents sign a form giving permission, upload a copy
  - Remember to remove the child's name, date of birth, and parent name to protect their confidentiality
  - Provide a sample of your referral form

If you have already earned 4 points from the first and second parts, and follow the above tips, you may earn an additional 2 points.

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**Congratulations to the following  
Quality Rated Child Care Programs**



# CONGRATS

TO THE NEWEST  
#QUALITYRATED PROGRAMS

JUNE 2018

Developing Minds Academy IV / Decatur	★ ★ ★
Candy Cane's Learning Center / Adel	★ ★ ★
Open Hearts and Minds Learning Center LLC / Albany	★ ★ ★
Turman Stephanie M / Thomson	★ ★ ★
Preparing for the Future Child Care Center / Quitman	★ ★ ★
Our House / Decatur	★ ★ ★
Davis Emma L / Albany	★ ★ ★
Yvette's Little World Day Care Center/ LaGrange	★ ★ ★
Pre-K Preparatory Learning Academy/ Gainesville	★ ★ ★
Prime Time - Shakerag / Duluth	★ ★ ★
Tender Years Learning Center #3 / Macon	★ ★ ★
Mrs. Rhonda's Stay N' Play / LaGrange	★ ★ ★
Easter Seals Child Development Center in Jackson / Jefferson	★ ★ ★
Doe Felicia R/ Valdosta	★ ★ ★
Glynn Head Start / Brunswick	★ ★ ★
Beauvil Nadia / Powder Springs	★ ★ ★
A Step of Faith Christian Academy II / Union City	★ ★ ★
Precious Moments Child Development Center / Wrightsville	★ ★ ★
Harmon Head Start at Talbot / Talbotton	★ ★ ★



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