



Annual Quality Review

**For assistance with this form please contact your Quality Coach.
All other questions may be directed to the Division of Child Care at (844) 209-2657**

Name of Program: _____	County: _____
Program Physical Address: _____	
Program Mailing Address: _____	
Site Director Name: _____	Provider Type: <input type="checkbox"/> Type I <input type="checkbox"/> Type II <input type="checkbox"/> Certified
Quality Coach: _____	
Phone Number: (____) _____ - _____	Owner/Director Email: _____
Certificate/License #: _____	

Quality Improvement Plan

Does your program have a written Quality Improvement Plan (QIP)?	
If you utilize a QIP, please provide a brief statement of how you track progress towards the goals outlined in your QIP. If you do not use a QIP, provide brief statement of how you ensure sustained and/or increased quality of your program.	

Program Support and Assistance

Has your program used technical assistance (coaching) within the past 12 months?	
Are you interested in moving your program to a higher All STARS rating?	
How can the All STARS team support your program to implement, maintain, or sustain the practices associated with the Kentucky All STARS Standards of Quality?	

Required Standards Verification			
The standards listed below are required for All STARS levels 2-5. Provide a brief explanation of how you maintain each of these standards and how you can demonstrate implementation. No supporting documentation is required.			
Domain	Standard	Pts.	How Do You Maintain this Standard?
Classroom & Instructional Quality	50% of teaching staff have professional learning activities in developmental screening.	0	
	Completes an environmental self-assessment using a valid and reliable tool appropriate for the ages/settings of children served.	0	
	Participates in an environmental observation on a valid and reliable tool:	0	
	· Not required for Level 2		
	· No minimum at Level 3		
	· Minimum of 4.0 per classroom at Level 4		
· Minimum of 5.0 per classroom at Level 5			
Staff Qualifications & Professional Development	Program/Site administrator/Director receives 10 hours of professional learning in curriculum, instructional practices and/or teaching and learning OR have an approved early childhood credential or degree.	0	
	50% of teaching staff receive 10 hours of professional learning in curriculum, instructional practices and/or teaching and learning OR have an approved early childhood credential or degree.	0	
Are you maintaining all of the required standards? (Yes/No)			

Classroom & Instructional Quality Domain			
Levels 3-5 require a minimum of 8 points in this domain. This section is not required for Level 2. Provide a brief explanation of how you maintain each of these standards and how you can demonstrate implementation. No supporting documentation is required.			
Domain	Standard	Pts	How Do You Maintain this Standard?
Classroom & Instructional Quality (20 points)	Ensures developmental screening within 90 days of enrollment and referral (if needed) within 30 days of screening for all enrolled children.	2	
	Implements curriculum that aligns with Kentucky Early Learning Standards (KYELS).	2	
	Implements specialized supplemental curricula.	1	
	Kentucky Early Learning Standards are incorporated into lesson plans.	2	
	Staff support Individualized Family Support Plan (IFSP) and/or Individualized Education Program (IEP) goals of individual children.	2	
	Staff conduct ongoing curriculum-based assessment to inform instruction.	2	

Classroom & Instructional Quality (20 points)	Assessment results are used to inform individual and group instruction.	2	
	Instructional assessment findings are shared with families.	2	
	National accreditation acknowledged by state approved organization.	1	
	Meets National Association for the Education of Young Children (NAEYC) staff-to-child ratios and group size requirements for infants	2	
	Meets NAEYC staff-to-child ratios and group size requirements for toddlers	1	
	Meets NAEYC staff-to-child ratios and group size requirements for preschoolers	1	
Total Points =			

Family & Community Engagement Domain			
Levels 3-5 require a minimum of 2 points in this domain. This section is not required for Level 2. Provide a brief explanation of how you maintain each of these standards and how you can demonstrate implementation. No supporting documentation is required.			
Domain	Standard	Pts	How Do You Maintain this Standard?
Family & Community Engagement (10 points)	Program/Site administrator and 75% of staff complete professional learning activities related to strengthening family engagement.	2	
	Implement at least one family engagement activity per year that promotes children’s development and learning.	1pt	
	Implement at least three family engagement activities per year that promote children’s development and learning.	or 2pts	
	Two-way communication with families.	2	
	Implements transition supports for children and families.	2	
	Shares community resources with families.	1	
	Builds partnerships with community agencies.	1	
Total Points =			

Staff Qualifications & Professional Development Domain			
Levels 3-5 require a minimum of 2 points in this domain. This section is not required for Level 2. Provide a brief explanation of how you maintain each of these standards and how you can demonstrate implementation. No supporting documentation is required.			
Domain	Standard	Pts	How Do You Maintain this Standard?
Staff Qualifications & Professional Development (10 points)	50% of teaching staff participate in professional learning activities related to curriculum-based assessment.	1	
	Program/Site Administrator achieves the Kentucky Director Credential OR holds an administrator certificate in a field not related to early childhood and the equivalent of 3 credit hours in child development or at least 5 years full time related experience in early childhood field.	1	
	Program/Site Administrator achieves Level 2 or above on the Kentucky Career Lattice = 1pt	3 pts max	
	Program/Site Administrator achieves Level 3 or above on the Kentucky Career Lattice = 2pts		
	Program/Site Administrator achieves Level 4 or above on the Kentucky Career Lattice = 3pts		
	50% of teaching staff achieve Level 1 or above on the Kentucky Career Lattice = 1pt	4pts max	
	40% of teaching staff achieve Level 2 or above on the Kentucky Career Lattice = 2pts		
	30% of teaching staff achieve Level 3 or above on the Kentucky Career Lattice = 3pts		
	20% of teaching staff achieve Level 4 or above on the Kentucky Career Lattice = 4pts		
	Individual Professional Development (PD) plan aligns with state identified professional core knowledge and competencies.	1	
Total Points =			

Administrative & Leadership Practices Domain			
Levels 3-5 require a minimum of 2 points in this domain. This section is not required for Level 2. Provide a brief explanation of how you maintain each of these standards and how you can demonstrate implementation. No supporting documentation is required.			
Domain	Standard	Pts	How Do You Maintain this Standard?
Administrative & Leadership Practices (10 points)	Administrator/Director is a member of Early Childhood Professional organization.	1	
	Teaching staff are provided weekly lesson planning time.	2	
	Has a system for evaluating staff performance by monitoring and providing feedback for improvement.	2	
	Implements a continuous quality improvement plan and seeks input from staff.	1	
	Implements a continuous quality improvement plan and seeks input from families annually.	1	
	Provides 11 days paid time off annually	1	
	Provides health insurance benefits	1	
	Provides retirement benefits	1	
Total Points =			

Standards Summary		
Met all required standards?		Must meet all required standards for Level 2 or above
Classroom & Instructional Quality		Must have at least 8 points for Level 3 or above
Family & Community Engagement		Must have at least 2 points for Level 3 or above
Staff Qualifications & Prof Development		Must have at least 2 points for Level 3 or above
Administrative & Leadership Practices		Must have at least 2 points for Level 3 or above
		Additional points required from any category:
Total Points		<ul style="list-style-type: none"> • Level 3 - 7 points • Level 4 - 17 points • Level 5 - 27 points

Verification:

I verify that the information provided is complete and accurate. I understand that the standards and documentation for a STARS rating must be adhered to and documented throughout the period the STARS rating is in effect.

Provider Signature _____ Date _____



STAFF ROSTER (Required)							
Site Director Name		Highest Level of Education				Does site director have	
		HS/GED OR CCCC	CDA	AA	BS	MS/MA	Child supervision duties?
1							

Staff Name		Highest Level of Education				Does staff member have	
		HS/GED OR CCCC	CDA	AA	BS	MS/MA	Child supervision duties?
1							
2							
3							
4							
5							
6							
7							
8							
8							
10							
11							
12							
13							
14							
15							
16							
17							

Submit additional rosters as needed to include all child care staff

