

IdahoSTARS Quality Rating and Improvement System (QRIS) Workbook

Congratulations for choosing to participate in the IdahoSTARS Quality Rating and Improvement System (QRIS) for child care facilities. The QRIS recognizes accomplishments and activities of early care and education programs that go above and beyond state regulations to provide the highest quality care for children. This workbook is designed for child care providers and mentor/coaches as a guide through the QRIS.

Frequently Asked Questions	3
QRIS Flow Chart	7
How to Get a Star Rating: The QRIS Process	8
Steps 1-5 —list of prerequisites	10
Step 6: Complete an <i>Application for a Facility Profile</i>	13
• <i>IdahoSTARS QRIS Facility Background Form</i>	15
• Environment Quality Standard	18
• Education Quality Standard	24
• Professional Development Quality Standard	30
• Inclusion Quality Standard	34
• Strengthening Families Quality Standard	40
• Ratio Quality Standard	42
• Group Size Quality Standard	44
• Business Practices Quality Standard	

Worksheets:

- QRIS Personnel Worksheets:
 - Lead Teacher.....48
 - Assistant Teacher.....49
 - Director Education Summary.....50
 - Education Summary.....51
 - Professional Development Summary...52
 - Components 5 & 9 Summary.....53
 - Component 10 (Strengthening Families) Summary.....54
- QRIS Strengthening Families Worksheets:
 - Family Involvement Activities.....55
 - Self assessment Summary.....56
 - Action Plan.....57
- QRIS Ratio Worksheet.....58
- QRIS Group Size Worksheet.....59

Step 7: <i>Submit the Application for a Facility Profile</i>	60
Step 8: <i>Receive the Facility Profile, Facility Profile Grid, and QRIS Agreement</i>	61
<ul style="list-style-type: none"> • <i>Health and Safety: First Things First</i> 	63
Step 9: <i>Create the QRIS Improvement Plan and QRIS Funding Request</i>	64
Step 10: <i>Submit the QRIS Improvement Plan and QRIS Funding Request</i>	66
Step 11: <i>Implement the QRIS Improvement Plan and QRIS Funding Request</i>	67
Step 12: <i>The STAR rating:</i>	68
<ul style="list-style-type: none"> • <i>How to complete and submit an Application for a STAR Rating</i> • <i>STAR Verification Visit</i> • <i>STAR Rating Report</i> • <i>QRIS Achievement Award</i> 	
Step 13: <i>Submit anniversary reports, improvement plans, funding and incentive requests</i>	72
<ul style="list-style-type: none"> • <i>QRIS Funding Request</i> • <i>Anniversary Award</i> 	
Step 14: <i>Apply for a STAR rating renewal every three years</i>	
Glossary	73
Other documents:	
<ul style="list-style-type: none"> • <i>FAQ about CDA</i> • <i>If I Am a Director</i> • <i>QRIS Agreement</i> • <i>Parent Letter Template</i> • <i>How Mentors can Help</i> • <i>IdahoSTARS Career Pathway</i> • <i>STAR Rating Point Scale</i> 	