

What next???



STEP 9: Create a QRIS Improvement Plan and Funding Request

Planning improvements, reporting progress, and requesting funds:

The IdahoSTARS QRIS is a cycle of evaluation, planning, implementation, and re-evaluation. Improvement planning, reporting on progress and requesting funds to implement the improvement plan are all parts of the cycle.

Use the *Facility Profile* to create an improvement plan towards highest quality, using the QRIS quality indicators for reference. Set at least three short, intermediate, and long-term goals for the facility. Think in terms of one year, two year and three years from the date the application is submitted.

Included in the *QRIS Improvement Plan* is a section to report on improvements already made and an outline of the changes in practice that can be (or have been) made using existing IdahoSTARS systems (mentor/coaching, scholarships, training, and IdahoSTARS PDS Registry).

The *Application for a STAR Rating* must be submitted one year after receiving funding from IdahoSTARS, after working for up to a full year on the *QRIS Improvement Plan*. Failure to apply for a star rating may result in a facility receiving a rating as determined by the *Facility Profile* and the facility will be ineligible for IdahoSTARS incentives.

A quality rating is valid for three years from date of issue. Each year, on the anniversary of the date the rating is issued, a facility may apply for continued funding to meet the goals outlined for the next year. Progress will be documented and new goals identified. A *QRIS Progress Report* is required to report on the year's progress, and to identify new goals and update the improvement plan. The goal is continuous quality improvement over time. Continuous Quality Improvement incentives can be earned each year by increasing quality points.

A *QRIS Improvement Plan* is available on-line at www.idahostars.org.

Q: How do I complete the *QRIS Improvement Plan*?

A: The *QRIS Improvement Plan* is designed to help you set short, intermediate and long term goals. All goals are based on the QRIS Quality Indicators.

1. Note the date that you submit the *Improvement Plan* and identify the goals to accomplish in the first year. Refer to the specific Quality Indicators using the check boxes on the *QRIS Improvement Plan*.
2. Identify at least three goals to accomplish in the upcoming year (Year 1).

3. For each goal, identify:
 - the steps that need to be taken to accomplish the goal
 - who will be responsible and/or track the progress toward the goal
 - resources needed to accomplish the goal (scholarships, training, and/or funding)
4. Identify at least three goals to accomplish in the year after you receive your STAR Rating (Year 2). These goals will be updated as necessary when the facility submits reports and funding requests.
5. Identify at least three goals to accomplish in Year 3. These goals will be updated at the end of Year 2 as necessary.
6. Complete the *QRIS Progress Report* section to report on improvements already made and/or goals met or in process.

Q: What happens if the *QRIS Improvement Plan* goals are not met before the *Application for a STAR Rating* is due?

A: At the end of Year 1, submit an *Application for a STAR Rating* and a *QRIS Improvement Plan* for the following year. The plan will report on what you accomplished with your first year's funding and will include a funding request for Year 2. The *QRIS Improvement Plan* will provide a chance to update your goals – perhaps more goals were met than expected in Year 1 or some goals presented more of a challenge than others and need additional support in Year 2.

The STAR rating will reflect the Quality Indicators in place at the time of application. Remember that **any STAR rating is a good rating** because it indicates the facility's commitment to continuously improving quality.

Q: What happens if the goals change?

A: Each year provides an opportunity to reflect on the past year's goals, plan for the upcoming year, and look ahead to the future. Goals are bound to change during this reflective process as the facility moves forward. Financial support is available as long as progress is documented and funding is available.

- Funding must be spent on identified goals
- Funding must be accounted for through receipts
- Report yearly on the status of the goals
- Set new goals for the upcoming year
- Set goals for the future