

Reassessment Steps: Significant Changes Made in Quality Guidance

Step 1:

- Go to www.greatstarttoquality.org
- Click **Providers & Educators** at the top of the page.
- Click the green **Access Profile** button on the right side of the page.

Step 2:

- Enter the email address and password for your program.
- Click the blue **Login** button.

Please Enter Your Information

Email Address

Password

[Login](#) [Create Account](#)

[Request Password](#)

(877)-614-7328 | greatstarttoquality@ecic4kids.org

Step 3:

- Click the gray **Great Start to Quality STARS** tab.
- You will then be taken to the Great Start to Quality STARS platform.

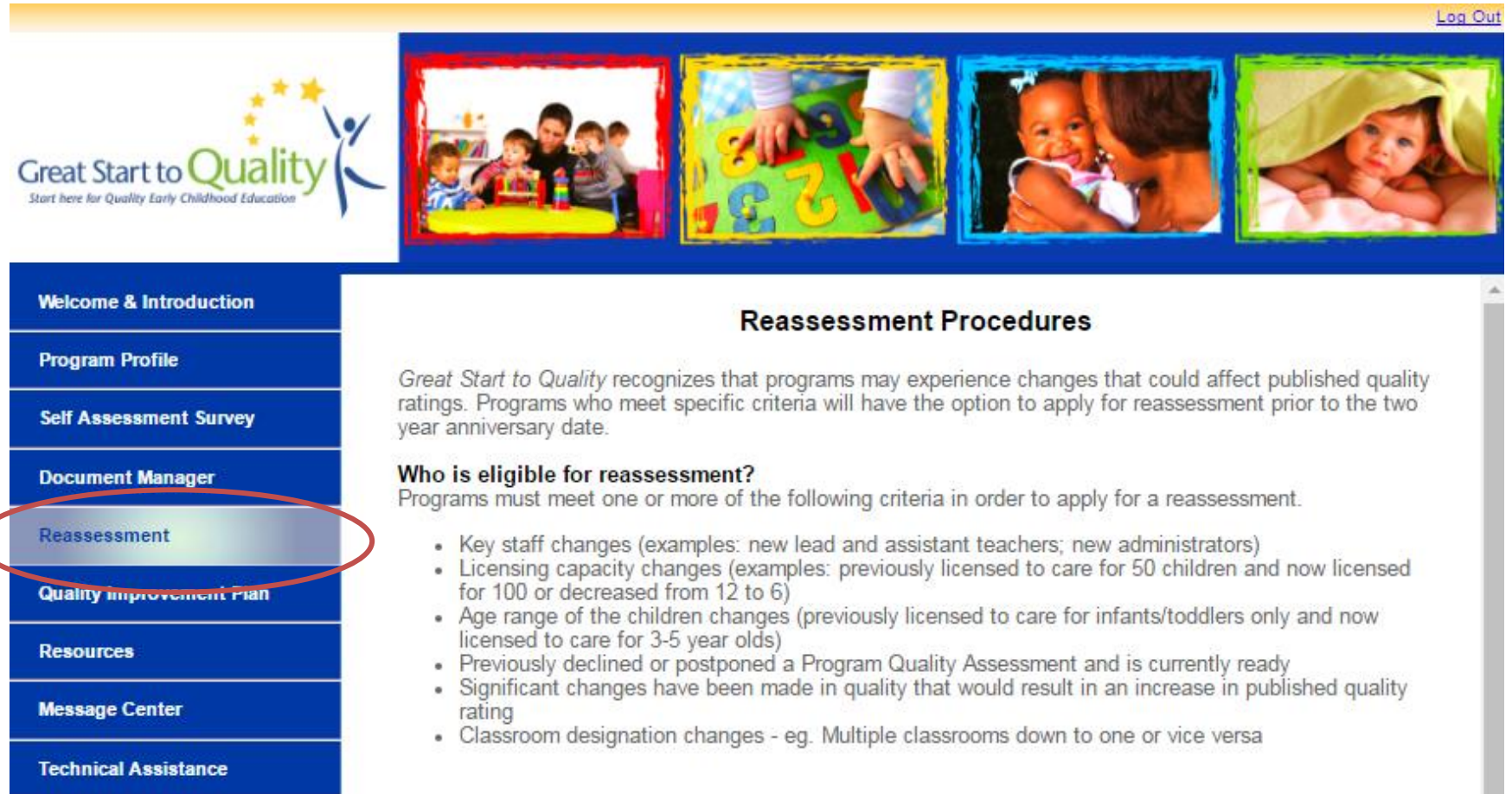


Home Update Data Pictures View Profile Referral Count **Great Start To Quality STARS**

- + Contact Information
- + Program Types
- + Credentials
- + Our Schedule
- + Ages, Rates & Openings
- + About Our Program
- + Special Needs

Step 4:

- Click **Reassessment** module and review the reassessment procedures using the scroll bar on the right side.



The screenshot shows the Great Start to Quality website interface. At the top right, there is a "Log Out" link. Below the header, there are four images: a group of children and an adult, hands playing with colorful numbers, a close-up of a baby's face, and a baby under a blanket. On the left side, there is a vertical navigation menu with the following items: Welcome & Introduction, Program Profile, Self Assessment Survey, Document Manager, **Reassessment** (highlighted with a red oval), Quality Improvement Plan, Resources, Message Center, and Technical Assistance. The main content area is titled "Reassessment Procedures" and contains the following text:

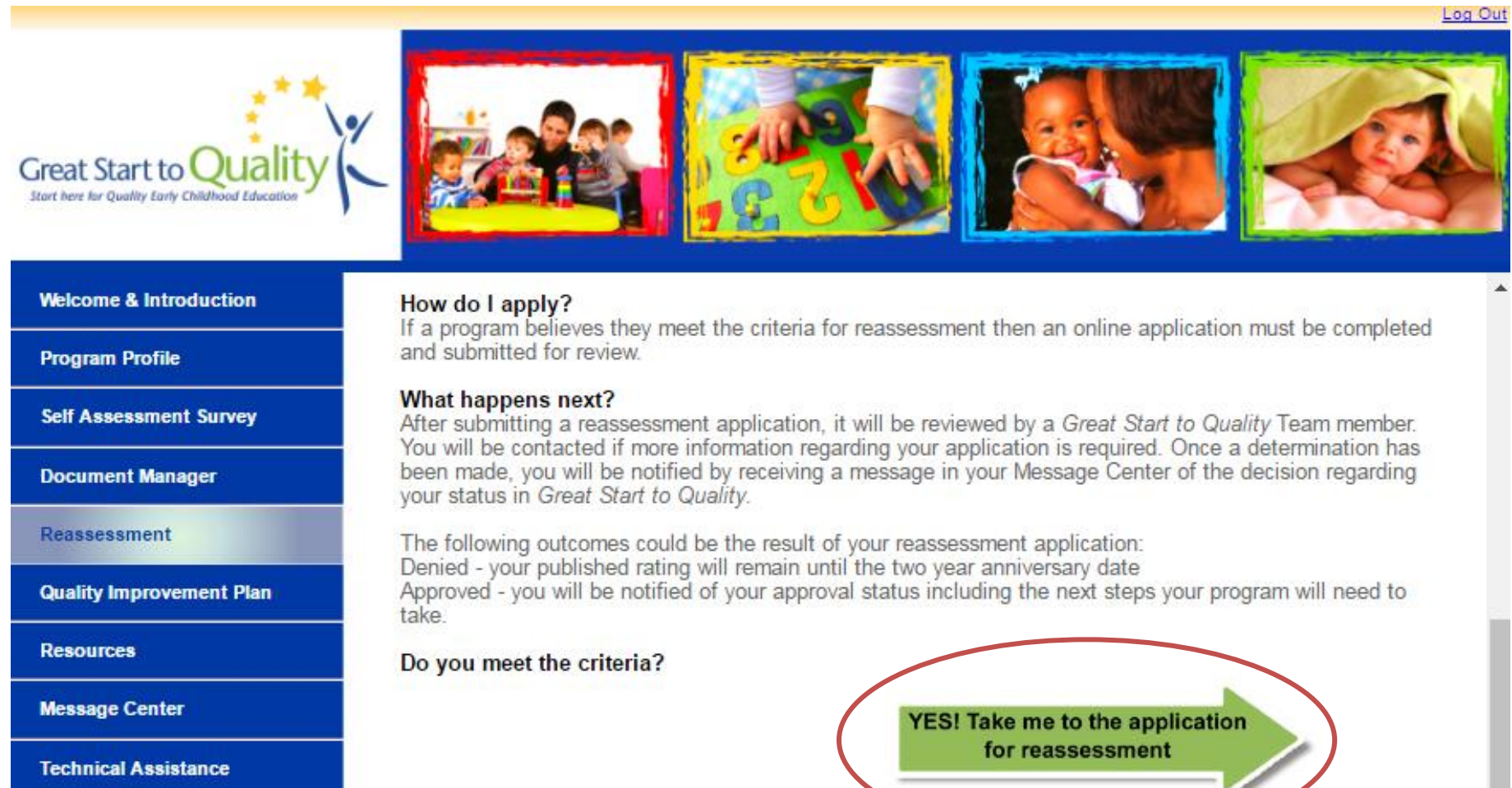
Great Start to Quality recognizes that programs may experience changes that could affect published quality ratings. Programs who meet specific criteria will have the option to apply for reassessment prior to the two year anniversary date.

Who is eligible for reassessment?
Programs must meet one or more of the following criteria in order to apply for a reassessment.

- Key staff changes (examples: new lead and assistant teachers; new administrators)
- Licensing capacity changes (examples: previously licensed to care for 50 children and now licensed for 100 or decreased from 12 to 6)
- Age range of the children changes (previously licensed to care for infants/toddlers only and now licensed to care for 3-5 year olds)
- Previously declined or postponed a Program Quality Assessment and is currently ready
- Significant changes have been made in quality that would result in an increase in published quality rating
- Classroom designation changes - eg. Multiple classrooms down to one or vice versa

Step 5:

- Click on the green arrow to proceed to the Reassessment application.



[Log Out](#)

Great Start to Quality
Start here for Quality Early Childhood Education

Welcome & Introduction

Program Profile

Self Assessment Survey

Document Manager

Reassessment

Quality Improvement Plan

Resources

Message Center

Technical Assistance

How do I apply?
If a program believes they meet the criteria for reassessment then an online application must be completed and submitted for review.

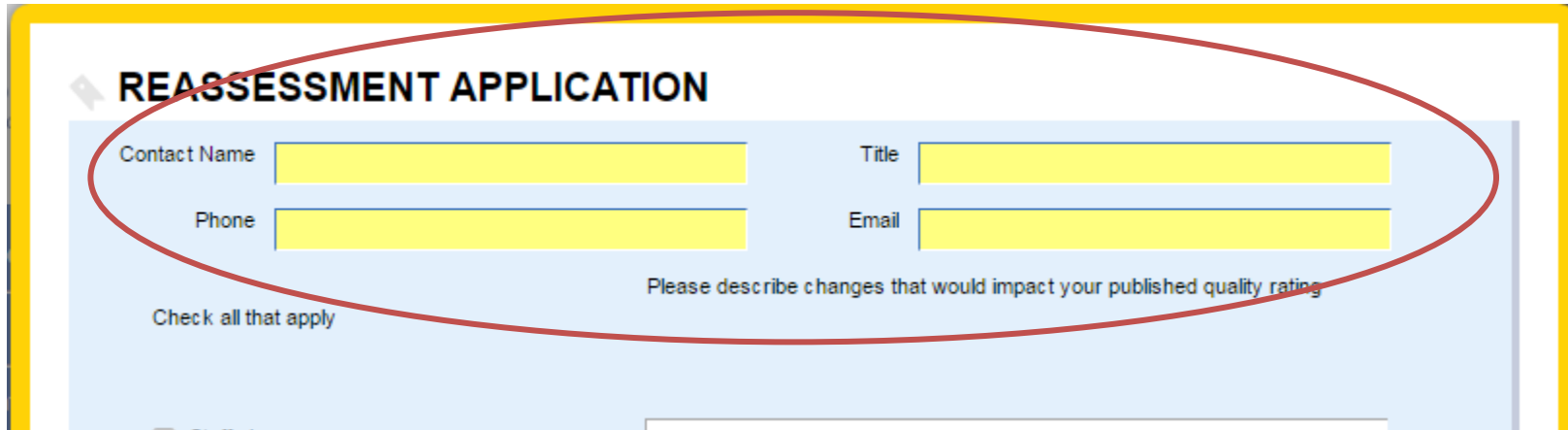
What happens next?
After submitting a reassessment application, it will be reviewed by a *Great Start to Quality* Team member. You will be contacted if more information regarding your application is required. Once a determination has been made, you will be notified by receiving a message in your Message Center of the decision regarding your status in *Great Start to Quality*.

The following outcomes could be the result of your reassessment application:
Denied - your published rating will remain until the two year anniversary date
Approved - you will be notified of your approval status including the next steps your program will need to take.

Do you meet the criteria?

YES! Take me to the application for reassessment

Step 6: Add information for contact name, phone, title and email.



REASSESSMENT APPLICATION

Contact Name Title

Phone Email

Please describe changes that would impact your published quality rating

Check all that apply

Step 7: Check the **Significant Changes Made in Quality** box. In the box on the right, please explain in detail what changes have been made. *List all the specific indicators that are now being implemented in your program (example on page 7).*

<input type="checkbox"/> Staff changes	
<input type="checkbox"/> Licensing capacity changes	
<input type="checkbox"/> Age range of the children	
<input type="checkbox"/> Previously declined or postponed PQA	
<input checked="" type="checkbox"/> Significant changes made in quality	The following indicators will raise my program to a 3 Star: Qualifications and Training- 0/16 Will now be
<input type="checkbox"/> Classroom designation changes	
Additional comments: (optional)	

Example

The following indicators will raise my program to a 3 Star Program:

Qualifications and Training- 0/16 Will now be 8/16

Admin 20 hours in ECE

Lead 20 hours in ECE

20 hours in PD

2 hours Inclusive Practices

ECE Consultation

QIP

Family/Community Partnerships- 4/8 Will now be 8/8

Informal Communication with parents

Community Association

Management- 4/6 Will now be 6/6

Business consultation

Environment- 2/8 Will be 8/8

Ratios

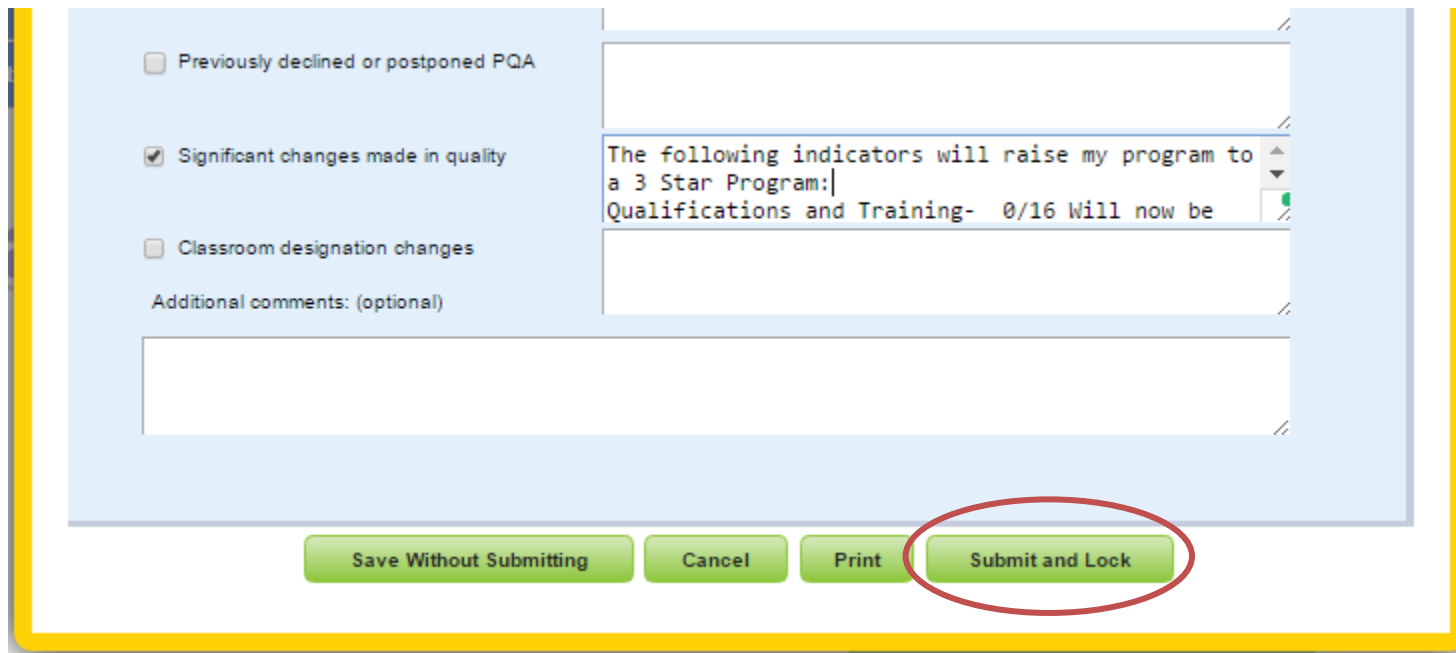
Participation in CACFP

Outside time

Health observations

EPSDT Physicals

Step 8: Click the **Submit and Lock** button to submit your application.



Previously declined or postponed PQA

Significant changes made in quality

Classroom designation changes

Additional comments: (optional)

The following indicators will raise my program to a 3 Star Program:|
Qualifications and Training- 0/16 Will now be

Save Without Submitting Cancel Print **Submit and Lock**

If you need help with this part of the process, please contact your local Great Start to Quality Resource Center at 1-877-614-7328.

It is important to note; you will need to **re-submit your Self-Assessment Survey within 60 calendar days** of your reassessment application being approved to maintain your current published rating. If your Self-Assessment Survey is not re-submitted within 60 calendar days, tiered subsidy reimbursement will be impacted. Your program will publish as an Empty Star on www.greatstarttoquality.org until your program has received a new published rating. If you have questions about subsidy and tiered reimbursement, please contact Child Development and Care at 1-866-990-3227 and press 2 at the prompt.