

# Do you want a 2-Star Step Up to Quality rating for your program?

## New Help is Available!

Beginning in August, 2009 technical assistance will be available on a prioritized basis for licensed programs seeking to become 2-star rated in Ohio's Step Up To Quality system. Program Administrators must apply for this assistance on-line through the Director Information Portal of the Professional Registry on the Ohio Professional Development Network website, [www.ohpdnetwork.org](http://www.ohpdnetwork.org).

### Not familiar with Step Up To Quality?

Visit [www.stepuptoquality.org](http://www.stepuptoquality.org) to learn more about this rating system that rewards ODJFS licensed programs for meeting quality benchmarks that exceed licensing requirements.

### Want to talk to an expert and attend an informational session about Step Up To Quality?

**Child Care Connection**  
Serving Mahoning, Medina, Portage, Stark, Summit, and Trumbull counties.

Phone: (800)-407-5437  
Website:  
[www.childcare-connection.org](http://www.childcare-connection.org)

### Is my program eligible for help?

1. ODJFS licensed programs that have never been Step Up To Quality rated and **1-star** rated programs are eligible to apply for this new **free** technical assistance.
2. If your program has never been rated, review the Step Up To Quality benchmarks and requirements. Ask yourself if your program is ready to take steps to meet the requirements for a 2-star rating.
3. If your program is already 1-star rated you are familiar with the benchmarks and requirements. Ask yourself if your program is ready to work toward a 2-star rating.
4. Review your programs licensing record. Is the program in compliance with licensing requirements?

### Who completes the application?

1. The program administrator must complete the application.
2. The program administrator must have obtained a username and password on the Professional Development Registry and access to the Director Information Portal in order to access the application.

### What assistance is available?

1. Programs will participate in the development of an individualized Quality Improvement Plan
2. Programs will receive the Program Administration Scale and Environment Rating Scale assessments by reliable assessors
3. Programs will receive on-site technical assistance as indicated in the Quality Improvement Plan

## Who will provide the assistance?

1. Your local child care resource and referral agency (CCR&R) will assign an early childhood specialist to work with your program and coordinate services
2. Trained and reliable assessors from the CCR&R will conduct the required assessments
3. Specialists in infant/toddler, preschool and schoolage services will provide technical assistance as determined in the Quality Improvement Plan
4. Additional services may be available based on local resources

## How do I get started?

1. Review the benchmarks for a 2-star rating. **Your program does not need to meet the benchmarks now.**
2. Do you want to work toward a 2-star rating? Are you willing to fully participate in developing and implementing a Quality Improvement Plan for your program?
3. Do you and your lead teachers have updated profiles on the Professional Registry?
4. Log on to your professional profile with center director access at [www.ohpdnetwork.org](http://www.ohpdnetwork.org)
5. Complete and submit the TA application on the Director Menu.

## What's next?

1. Once the application is submitted, the Ohio Child Care Resource and Referral Association (OCCRRA) will review the application and assess your program's readiness for a 2-star rating.
2. In conjunction with the CCR&R agency serving your area, the availability of local resources, your readiness and that of other applicants, programs will be selected for 2-star technical assistance.
3. The administrator will be notified by e-mail about the status of the application.
4. Selected applicants will be contacted by the local CCR&R agency to schedule an initial meeting to discuss next steps.

### Accessing the application at

[www.ohpdnetwork.org](http://www.ohpdnetwork.org)

#### No username and password

1. Click on the red Registry tab at the top left
2. Select "Don't have a username and password? Click here to get started."

#### Have username and password

1. Click "Are you a center director?"
2. Log in if you have already established access to the Director Information Portal  
**OR**
3. Select "Click here to get started" if you do not already have access to the Director Information Portal. NOTE: This process requires verification with ODJFS licensing data. You will be notified when access to the Director Information Portal is established.

Once you are established in the Registry as a Director, log in and select TA Application from the Director Menu.