

**TEXAS RISING STAR PROVIDER  
CERTIFICATION ASSESSMENT**

For  
Registered Family Homes  
And  
Licensed Group Day Homes

A. LICENSING COMPLIANCE

<i>CRITERION:</i> The facility meets and maintains compliance with applicable licensing standards.				
Information Source: PRS License (GDH) (R), letter of certification or registration (RFH)(R).				
<b>TOTAL MEASURES = 3</b> Measures in shaded box <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
1. Current permanent license (GDH) or registration (RFH) is:				
Posted				
Held for a minimum of six months				
2. All noncompliances cited by DPRS Licensing were corrected within the designated time-frame.				
3. Any licensing conditions placed on the GDH must now be in compliance.				

Total :

**SCORING NOTES:**

**PROVIDER MUST HAVE HAD LICENSE OR REGISTRATION FOR A MINIMUM OF SIX MONTHS.**

*RFH:* MEASURES #1 AND #2 MUST BE MET FOR A PROVIDER TO BE ASSESSED. Score #3 as met.

*GDH:* ALL MEASURES MUST BE MET FOR A PROVIDER TO BE ASSESSED. If #3 is not applicable, score as met.

**COMPLIANCE NOTES:**

*Provider must have had a license or registration for a minimum of six months.*

**FULL CERTIFICATION:** 3 measures must be met.

**PROVISIONAL CERTIFICATION:** 3 measures must be met.

II. PRIMARY CAREGIVER STAFF QUALIFICATIONS

<i>CRITERION:</i> Caregivers have an educational background and experience in providing developmentally appropriate programs for the age range served.				
Information Source: Transcripts (R), job applications (R), provider's documentation or verification of education and/or experience (R), letter of certification or registration (R).				
TOTAL MEASURES = 2 Measures in shaded box <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
RFH primary caregiver has experience and education as follows:				
1. Meets TDPRS minimum standards;				
2. Has a minimum of 22 hours of documented training, all of which may be self-study.				
GDH primary caregiver has experience and education as follows:				
1. Meets TDPRS minimum standards;				
2. Has a minimum of 6 months of experience as a caregiver working with children unrelated to the caregiver in a child care or day home setting; or have 20 clock hours of child care related training.				

TOTAL :

SCORING NOTES:

FULL CERTIFICATION: 2 Measures must be met.  
 PROVISIONAL CERTIFICATION: 2 Measures met.

COMPLIANCE NOTES:

RFH AND GDH: ALL MEASURES MUST BE MET WITHIN ONE YEAR OF THE INITIAL ASSESSMENT FOR FULL AND PROVISIONAL CERTIFICATION.

III. CAREGIVER ORIENTATION

<i>CRITERION:</i> Staff participates in orientation to improve knowledge of the child care operations and their job responsibilities.				
Information Source: Written documentation of orientation, interview, and observation.				
TOTAL MEASURES = 3 Measures in shaded box <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
For RFH caregivers, orientation does not apply.				
All GDH caregivers participate in orientation as prescribed by the Child Care contractor's orientation plans, including:				
1. The Texas Rising Star Provider Certification Criteria.				
2. Overview of developmental needs of ages of children in care.				
3. Provider agreement procedures.				

TOTAL:

SCORING NOTES:

FULL CERTIFICATION: 3 Measures met.

PROVISIONAL CERTIFICATION: 3 Measures met.

COMPLIANCE NOTES:

GDH: ALL MEASURES MUST BE MET FOR ASSESSMENT TO CONTINUE.

RFH: ORIENTATION MEASURES DO NOT APPLY. CONTINUE ASSESSMENT.

Note: New caregivers will be oriented by the primary caregiver.

IV CAREGIVER TRAINING

<i>CRITERION:</i> Caregivers participate in training to enhance knowledge of child development and improve skills in working with children and families.				
Information Source: Training Certificates (R), Interviews with caregivers (I), other documentation maintained by the provider (R).				
TOTAL MEASURES = 3 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
RFH providers participate in training as follows:				
1. 22 hours of documented training, all of which may be self-study.				
GDH providers participate in training as follows:				
1. 20 documented clock hours or child care related training.				
2. 6 hours or less of independent self-instructional study; 3 hours or less of independent reading.				
3. Training on acceptance of diversity.				

TOTAL:

SCORING NOTES:

RFH FULL CERTIFICATION: 1 Measure must be met.

GDH FULL CERTIFICATION: 3 Measures must be met.

RFH PROVISIONAL CERTIFICATION: 1 Measure must be met.

GDH PROVISIONAL CERTIFICATION: 3 Measures must be met.

COMPLIANCE NOTES:

Independent self-instructional study refers to study done at home, through television study programs that have written goals and objectives, a curriculum, pre-and post testing, and a recognition of achievement at the close of the study program. The *Texas Child Care Quarterly* self study guides are considered independent self-instructional studies as is viewing of TDPRS approved video tapes.

Count independent self-instructional study as clock hours of child care training.

Diversity includes: cultural background, ethnicity, gender, levels of ability, and character of the families of the children enrolled.

V. GROUP SIZE

<i>CRITERION:</i> The group size is small enough that every child has adequate opportunity for individualized activities for growth and development.							
Information Source: Observation (O), attendance documentation (R), children's records to check ages (R).							
TOTAL MEASURES = 2 Measures in shaded boxes <u>must</u> be met.				Met	Not Met	# in Group	Action Needed/Comments
1. RFH providers must comply with TDPRS Minimum Standards for maximum group size as stipulated below.							
Max Allowed	0 through 17 mo.	18 months through 4 years	5 years through 13 years				
12	0	6	6				
12	0	5	7				
12	0	4	8				
12	0	3	9				
12	0	2	10				
12	0	1	11				
12	0	0	12				
10	1	5	4				
10	1	4	5				
10	1	3	6				
10	1	2	7				
10	1	1	8				
10	1	0	9				
8	2	4	2				
8	2	3	3				
8	2	2	4				
8	2	1	5				
8	2	0	6				
7	3	3	1				
7	3	2	2				
7	3	1	3				
7	3	0	4				
6	4	2	0				
6	4	1	1				
6	4	0	2				

Group Size, cont.

2. RFH providers with 2 full time caregivers must continue to maintain the TDPRS Minimum Standards for maximum group size.				Met	Not Met	# in Group	Actions Needed/Comments
Max Allowed	0 through 17 mos.	18 months through 4 years	5 years through 13 years				
12	0	6	6				
12	0	5	7				
12	0	4	8				
12	0	3	9				
12	0	2	10				
12	0	1	11				
12	0	0	12				
10	1	5	4				
10	1	4	5				
10	1	3	6				
10	1	2	7				
10	1	1	8				
10	1	0	9				
8	2	4	2				
8	2	3	3				
8	2	2	4				
8	2	1	5				
8	2	0	6				
7	3	3	1				
7	3	2	2				
7	3	1	3				
7	3	0	4				
6	4	2	0				
6	4	1	1				
6	4	0	2				

Group Size, cont.

TOTAL MEASURES = 1 Measures in shaded boxes <u>must</u> be met.				Met	Not Met	# in Group	Action Needed/Comments
1. GDH providers with only one caregiver must maintain the following maximum group size for children in care.							
Max Allowed	0 through 17 mos.	18 months through 4 years	5 years through 13 years				
10	0	6	4				
10	1	5	4				
8	2	4	2				
6	3	2	1				
4	4	0	0				
TOTAL MEASURES = 1 Measures in shaded boxes <u>must</u> be met.				Met	Not Met	# in Group	Action Needed/Comments
2. The following age-related maximum group sizes are maintained with two caregivers (applied to GDH.)							
Max Allowed	Infants 0 - 17 Months	Older Children 18 mos. and older					
10	10	0					
12	9	3					
12	8	4					
12	7	5					
12	6	6					
12	5	7					
12	4	8					
12	3	9					
12	2	10					
12	1	11					
12	0	12					

TOTAL:

SCORING NOTES:

ONE CAREGIVER – MEETS NUMBER 1  
TWO CAREGIVERS – MEETS NUMBER 2

COMPLIANCE NOTES:

FULL CERTIFICATION: Must be met.  
PROVISIONAL CERTIFICATION: Must be met.

## VI. ACTIVITIES

<i>CRITERION:</i> The curriculum is developmentally appropriate for the age range served and provides activities planned to meet the individual interests and developmental needs of each enrolled child, as well as, activities which present various cultures, ethnicity's, genders, ages and levels of abilities in a positive manner.				
Information Source: Caregiver's daily plans (O), schedule of activities (O), observations (O) Individual Development Plan for each child with disabilities (R).				
TOTAL MEASURES = 20 Measures in shaded box <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
1. The caregivers plans and implements a variety of daily activities based on specific needs of individual children.	X			<b>GOING OVER NUMBERS; THEN WENT TO CENTER PLAY.</b>
Daily activities are:				
2. Designed for direct involvement by the children.	X			
Daily activities are planned to achieve each of the following goals:				
3. Creative self-expression	X			
4. Positive self-esteem.	X			
5. Social skills.	X			
6. Cognitive Skills.	X			
7. Communication skills.	X			
8. Health and safety habits.	X			
9. Physical development.	X			
10. Acceptance of diversity.	X			
Materials available to the children are:				
11. Developmentally appropriate.	X			
12. Supportive of planned activities.	X			
13. Encourage hand on manipulation of real objects.	X			
A daily schedule is implemented that reflects a balance among the following types of activities:				
14. Indoor/outdoor.	X			
15. Quiet/active.	X			
16. Individual/small group/large group.	X			
17. Large muscle/small muscle.	X			
18. Child initiated/caregiver initiated.	X			



Activities, cont.

19. Routine and transition times are used as opportunities for incidental learning.	X			DID CLEAN UP SONG AFTER CENTER TIME AND BEFORE GETTING READY FOR LUNCH.
20. Transition times are planned to avoid frequent disruption of children's activities and long waits between activities.	X			

TOTAL: 20

SCORING NOTES:

FULL CERTIFICATION: 16 or more measures must be met.

PROVISIONAL CERTIFICATION: 11 TO 15 MEASURES MUST BE MET. Shaded areas must be met.

VII. CHILD-CAREGIVER INTERACTIONS

<i>CRITERION:</i> Caregivers foster the child's understanding of self and others through frequent positive interactions characterized by warmth, respect, acceptance of differences and responsiveness to the individual child. (Form should be completed for each caregiver.)				
Information Source: Observation (O).				
TOTAL MEASURES = 7 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
1. Caregiver(s) respond to each child with warmth and respect.	X			EXCELLENT INTERACTIONS.  REMINDS CHILDREN TO SHARE TOYS AND TO TAKE TURNS. BERTHA VERY PATIENTLY EXPAINED WHEN A TOY WAS NO LONGER PLAYED WITH AND PUT DOWN, IT WAS OKAY FOR ANOTHER CHILD TO PICK IT UP.
2. Caregiver(s) interact frequently during the day with each child.	X			
3. Caregiver(s) respond to each child in a manner appropriate to the child's age and developmental level.	X			
4. Caregiver(s) use positive guidance techniques.	X			
5. Caregiver(s) encourage developmentally appropriate social behaviors.	X			
6. Caregiver(s) recognize and accept each child's feelings and help the child deal with those feelings.	X			
7. Children of all religions, cultures, genders and levels of ability are treated equally, with respect and consideration, by caregivers.	X			

TOTAL: 7

SCORING NOTES:

MEASURES #1, #2, AND #3 MUST BE MET FOR ASSESSMENT TO CONTINUE.

FULL CERTIFICATION: 4 measures must be met.

PROVISIONAL CERTIFICATION: 4 measures must be met.

Use one sheet for each caregiver.

COMPLIANCE NOTE:

If more than one group, each caregiver must meet at least 4 measures.

VIII. PHYSICAL ENVIRONMENT

<i>CRITERION:</i> Indoor and outdoor environments contain sufficient quantity and variety of developmentally appropriate equipment and materials for the number of children and all age ranges served.				
Information Source: Observation (O).				
TOTAL MEASURES = 17 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
Indoor equipment and materials provide:				LARGE ROOM WITH CENTERS SET UP AROUND WALL. CHILD SIZE TABLE IN MIDDLE. SMALLER INFANT ROOM NEXT TO IT. BERTHA IS IN PROCESS OF TRANSFERRING EQUIPMENT AND ROTATING TOYS.
1. Adequate lighting.	X			
2. Adequate ventilation.	X			
3 Child-proof space for children's play.	X			
Indoor and outdoor environments are arranged to provide:				
4. Accessibility to play equipment and materials so children may select and return items easily.	X			
5. An orderly, uncluttered atmosphere.	X			
6. Visual and/or auditory supervision in all areas used by the children.	X			
Indoor and outdoor equipment and materials are:				
7. Sufficient in quantity to sustain children's play.	X			
8. Sufficient in variety to sustain children's play.	X			
9. Appropriate for the developmental levels of the children in care.	X			
10. Complete.	X			
11. In good repair.	X			
12. Clean.	X			
13. The outdoor area for children's play is a secured area.	X			DOING EXCERCISES AND WALKING AROUND NEIGHBORHOOD DUE TO RAIN.
14. The physical environment is adapted where necessary to accommodate the individual needs of the children in care.	X			
Developmentally appropriate materials and equipment support:				
15. Portrayal of all people in a manner that is non-stereotypical.	X			
16. Activities that are culturally sensitive.	X			
17. Activities that are sensitive to children of all abilities.	X			

TOTAL: 17

*Physical Environment, cont.*

Texas Rising Star Provider Certification Guidelines  
 Guidelines Revised October, 2000  
 Name Change May, 2001

SCORING NOTES:

MEASURES #1, #2, #3, #4, #9, #11, #12, AND #14 MUST BE MET FOR ASSESSMENT TO CONTINUE.

FULL CERTIFICATION: 14 to 17 measures must be met.

PROVISIONAL CERTIFICATION: 9 to 13 measures must be met.

IX HEALTH AND SAFETY

<i>CRITERION:</i> Children are not exposed to health and safety hazards or allowed to create them.				
Information Source: Provider's facility documentation (R), Interview (I), Observation (O).				
TOTAL MEASURES = 10 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
The provider must assure that:				
1. Caregiver(s) can read and relay emergency telephone numbers.	X			WORKING ON GETTING 1,2,AND 3 YEAR OLDS TO SHARE TOYS AND USE WORDS INSTEAD OF HITTING.  REMINDED THEM TO CLOSE REFRIGERATOR DOORS SO NO ONE WOULD GET HURT.
2. Caregiver(s) can comprehend medical emergency instructions for children.	X			
3. Caregiver(s) have basic written emergency procedures.	X			
(INTENTIONALLY BLANK)				
4. Children are checked upon arrival for signs of illness, injury or evidence of possible abuse/neglect.	X			
5. Caregiver(s) stop children who are engaged in unsafe or unhealthy activities.	X			
6. Caregiver(s) suggest and demonstrate ways for children to help maintain a safe environment.	X			
7. Caregiver(s) and children wash hands with soap and running water after using the toilet and before eating. Hands must be washed before and after changing a diaper, assisting children with toileting, feeding a child or handling food, and caring for a child with symptoms of communicable diseases.	X			
8. Areas for diapering and toileting are separate from food storage, preparation and service areas.	X			
9. The caregivers, family, substitute caregiver(s), and other staff* have a current TB test according to more stringent specifications of the local health department or CCL, MS for RFH or GDH.	X			
10. Daily health and safety hazard inspections of the indoor and outdoor environments are conducted before they are used by the children.	X			

TOTAL: 10

SCORING NOTES:

ALL MEASURES MUST BE MET FOR ASSESSMENT TO CONTINUE.

*Health and Safety, cont.*

COMPLIANCE NOTE:

\* Other staff includes anyone around the children such as janitors, cooks, etc.  
If school-age children arrive at the day-home from home, health checks apply.

X. NUTRITION AND MEAL TIME

<i>CRITERION:</i> Children are not exposed to health and safety hazards or allowed to create them.					
Information Source: Provider's facility documentation (R), Interview (I), Observation (O).					
TOTAL MEASURES =10 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments	
1. If infants are in care, they are held and talked to while bottle fed.	X			CORN DOGS MASHED POTATOES CARROTS	
2. Meals are served to children seated in small groupings with the caregiver.	X				
Meals and snacks include the following:					
3. Initial servings are small.	X				
4. Drinks are offered with food.	X				
5. Seconds are available.	X				
INTENTIONALLY BLANK					
6. Children are not hurried to finish eating.	X				
7. Children are allowed and encouraged to engage in conversation during mealtime.	X				
8. Older infants are encouraged and helped to feed themselves.	X				
9. Older children are given the opportunity to serve themselves, consistent with developmental levels.	X				
10. Older infants and children are offered food from a variety of cultural backgrounds	X				

TOTAL:   10  

**SCORING NOTES:**

MEASURES #1 through #6 MUST BE MET FOR ASSESSMENT TO CONTINUE.

FULL CERTIFICATION: 8 to 10 measures must be met.

PROVISIONAL CERTIFICATION: 6 to 7 measures must be met.

**COMPLIANCE NOTES:**

On measure #1, if no infants are enrolled, score as met. On measure #9, if county health department requirements prohibit this practice, score as met.

XI. PARENTAL INVOLVEMENT

<i>CRITERION:</i> Participation of parents in the program is encouraged and information is communicated to parents about their child's adjustment and development.				
Information Source: Bulletin Board (O), Interview (I), Observation (O).				
TOTAL MEASURES = 5 Measures in shaded boxes <u>must</u> be met.	Met	Not Met	Info Source	Action Needed/Comments
1. The caregiver maintains a designated area where daily schedules, menus, and other important notices are available to parents.	X			
2. The caregiver shares each child's development with the parent on an on-going basis.	X			
3. The caregiver provides opportunities for parents to visit the home.	X			
4. Parents are provided opportunities to participate such as:	X			
a. Periodic invitations for special occasions or events.	X			
b. Invitations to have lunch with the children.	X			
c. Invitations to share their culture with the children.	X			
d. Other.	X			
INTENTIONALLY BLANK				
5. The caregiver has methods for communicating with all parents and children.	X			

TOTAL:   5  

SCORING NOTES:

FULL CERTIFICATION: 5 measures must be met.

PROVISIONAL CERTIFICATION: 4 measures must be met.

COMPLIANCE NOTES:

MEASURE #1 and # 5 must be met.

- MEASURE #5 involves communicating with a parent or child who is hearing impaired or speaks another language, etc.