

Early Learning Coalition

of Pinellas County, Inc.

Policy: ELCPC-61.1.8	Title: School Readiness Provider Program Assessment	
<i>Formerly addressed in: ELCPC- 61.2.1 and ELCPC-61.2.2</i>	Review Date: September 2011	Next Review Date: August 2012

References: School Readiness Provider Agreement,
Chapter 411, F.S.,
Child Care Development Fund (federal)

Purpose: To provide interpretive guidelines for applicable program assessment requirements as outlined in the School Readiness Agreement.

Background: *School Readiness providers are required to participate in the Program Assessment Process and correct all identified deficiencies in order to remain in compliance with this Agreement. The Coalition provides technical assistance to assist with required improvements.*

This Coalition policy and procedure is inclusive to all caregiver settings: child care center, licensed family child care home or informal provider receiving School Readiness (SR) funding.

Policy:

I. Initial Provider Approval

Coalition staff will use the *School Readiness New provider/Owner Review Tool (SR-61F-10)* to complete the program assessment and determine eligibility for school readiness certification.

The newly applying Provider must meet or exceed a score of 9 to be considered for certification. A new Provider receiving a score less than 9 will be required to make progress in identified areas and receive a subsequent visit for technical assistance and reevaluation prior to certification.

In addition, Coalition staff may require a Provider who scores over 9, but has areas of concern, to make progress in identified areas and receive a subsequent visit prior to certification.

II. New Owner or Location Approval

In the event a School Readiness Provider changes ownership, the new owner will be offered a Provisional School Readiness Provider Agreement for 90 days. Coalition staff will use the *School Readiness New Provider/Owner Review Tool* (SR-61F-10) to determine eligibility for School Readiness certification within 30 days.

The Provider must meet or exceed a score of 9 to be considered for certification at the end of the 90-day period. A new Provider receiving a score less than 9 will be required to make progress in identified areas and receive a subsequent visit prior to execution of a standard School Readiness Provider Agreement.

In addition, Coalition staff may require a Provider who scores over 9, but has areas of concern, to make progress in identified areas and receive a subsequent visit prior to execution of a standard School Readiness Provider Agreement.

III. Maintenance of Compliance

School Readiness Program Assessment

Coalition staff will conduct an annual Program Assessment of School Readiness Providers using the *Program Review for School Readiness Providers* (SR-61F-11). School Readiness Providers will be required to meet or exceed a score of 3 (Meeting Coalition Standards).

The Provider is required to participate in the Program Assessment process and correct all identified deficiencies (areas that fail to meet Coalition Standards) in order to remain in compliance with the School Readiness Agreement.

Note:

Providers are prohibited from requiring School Readiness parents to cover payment for lost revenue due to violations of the School Readiness Agreement.

Providers may appeal action taken in accordance with this policy with the [School Readiness/VPK Grievance and Dispute Resolution Policy \(ELCPC-10.1\)](#).

Procedures:

I. Monitoring

The Coalition will conduct Program Assessments for School Readiness Programs.

Onsite Monitoring

1. Onsite Program Assessments will be unannounced.
2. Following a Program Assessment, the Program Support Specialist and the Director/Owner will review the Program Assessment results for compliance and determine goals to improve quality.

(Sanctions could apply; please see Enforcement below.)

3. The Coalition reserves the right to reassess the program as needed.

II. Enforcement- Program Assessment

Failure to demonstrate compliance with a minimum score of 3 (Meets Coalition Standards) on the Program Assessment will result in:

Technical Assistance

Providers not meeting Coalition Standards on any Program Assessment will receive technical assistance from Coalition Staff as needed.

Level 1 School Readiness Enforcement

Service Improvement Agreement

Failure to demonstrate compliance with the Program Assessment after technical assistance will result in a Service Improvement Agreement. The SIA clearly defines goals and timeframes to correct concern(s).

Level 2 School Readiness Enforcement

Nonpayment for School Readiness

Failure to comply with the terms of a Service Improvement Agreement will result in the suspension of School Readiness payments until compliance is demonstrated, within a maximum of ten (10) business days

Level 3 School Readiness Enforcement

Termination of School Readiness Agreement

Failure to demonstrate compliance upon conclusion of the nonpayment period will result in Termination of the School Readiness Agreement within 10 days. The Provider will be ineligible to receive School Readiness funding for a minimum of one (1) year from termination of the Agreement.

Parents of School Readiness funded children will be notified that the funding for this Provider's School Readiness program will cease and CCR&R staff will assist parents in finding alternate care. Parents will have up to 10 days to find an alternative School Readiness provider. Parents choosing to keep their child enrolled with the suspended Provider will forfeit their School Readiness Scholarship.