

**Louisiana Department of Social Services
Office of Family Support
Child Care and Early Childhood Education**

APPLICATION FOR ONE STAR RATING – QUALITY START

Date:		DSS Child Care License Number*:		DSS TIPS Provider Number**:	
Child Care Center Name:				Class: Circle one	
				A	B
Business Name (if different from center name):					
Federal EIN #		LA State Tax ID # If you do not have a LA Tax #, has it been applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No		Licensed Capacity:	
				Current Enrollment:	
Total Staff Employed:		Number of Full Time Teachers:		Number of Part Time Teachers	
Location of Child Care Center (street address)			City		Zip Code
Parish		Area Code + Phone Number		Area Code + Fax Number	
Mailing Address (if different from location) Street			City		Zip Code
Owner of Child Care Center Name			Owner's Email Address:		
		Owner's Area Code + Phone Number		Owner's Area Code+ Mobile Number	
Director of Child Care Center Name			Director's Email Address:		
		Director's Area Code + Phone Number		Director's Area Code+ Mobile Number	

* It is **mandatory** that you attach a copy of your current license and W-9.

** If this center does not have a DSS TIPS number, one will be assigned at the end of the application process.

Does this center accept children who receive Child Care Assistance? Yes No

Would you like to receive information about Child Care Assistance? Yes No

As representative of this licensed center, I apply to participate in the Quality Start Child Care Rating System.

Signature

Date

***** Please turn page over *****

You must complete your classroom information for your application to be complete.

For Office Use only:	
APPLICATION REC'D COMPLETE?	<input type="checkbox"/> YES <input type="checkbox"/> NO
STAR AWARD BEGINS	_____
STAR AWARD ENDS	_____
AGENCY REP	_____
PROVIDER DIR REP	_____

Participating in Quality Start Child Care Rating System

All licensed child care centers, Class A and Class B, are eligible to participate in the Louisiana Quality Start Child Care Rating System. Participation is voluntary. All programs must have attained a One Star rating before applying for a higher star rating.

When a center submits its application for a One Star rating, the Division of Child Care & Early Childhood Education (DCCECE) will verify that the center meets the criteria established in the LA Administrative Code, Title 48, Chapter 53, Sections 5310 – 5354 commonly referred to as the Class A Child Day Care Minimum Standards.

DCCECE staff will review the last visit completed by Child Care Licensing. If needed, a follow-up visit will be conducted to verify compliance.

- Class A centers must meet all Class A licensing requirements with no deficiencies in order to be awarded a One Star rating.
- Class B licensed centers must meet all Class B licensing requirements with no deficiencies **and** the Quality Start One Star requirements with no deficiencies in order to be awarded a One Star rating.

Centers are encouraged to review their latest licensing survey and the Class A regulations from the DSS website: <http://www.dss.state.la.us/Documents/OS/Final Rule-2003ClassADC.pdf> prior to submitting an application for a Star rating. Technical assistance is available by contacting your DSS funded regional Child Care Resource and Referral (CCR&R) agency for information about QRS as well as on-site technical assistance to prepare for participation. If you do not know your local CCR&R, contact the Louisiana Association of Child Care Resource and Referral Agencies (LACCRA) by calling toll free @ 1-866-600-2772 or visiting their website @ www.laccra.org .

Instructions for completing the Quality Start Child Care Rating System Application

DSS TIPS Provider Number: If your center does not have a TIPS provider number, leave the space blank. A TIPS number will be assigned and you will be notified of the number. This will not delay the processing of your application.

Business Name (if different from Center name): Some businesses operate more than one center or have a business name that is different from the name of the center. Both the business and center names are necessary. For businesses that operate multiple centers, a separate application must be submitted for each center.

Federal Employer Identification Number: This information is required. Applications will not be processed without this number and the accompanying form W-9.

La State Tax Identification Number: If you do not have a La State Tax Identification Number, you may contact the La Department of Revenue (LDR) to receive a form. If you do not have this number, it will not delay the processing of the One-Star application. An application for a higher star rating will require this number.

Owner Name and Email: If the owner is also the director, please write the word “same” in this space. Enter the email address in the space provided.

List of Classrooms: Some centers number the rooms or name the classrooms with names like “Bluebirds” or “Cubs”. Other centers refer to classes by the age of the child, such as “Infants” or “Preschool”. In the first column, list the classrooms in your center by the name your center uses. In the second column, write the age range of the children in that class, such as 12 – 24 months.

Example1: 1’s 12 – 24 months

Example 2: Bluebirds 12 – 24 months

In the next column, write the number of children who are on the roll for that classroom. Last, write the number of full time and part time teachers that work in that classroom each day.

Attach a copy of your DSS Child Care license and form W-9 (Request for Taxpayer identification and Certification) for the center listed on the application.

For more information about participation Quality Start Child Care Rating System

Help is available. If you have any questions about how to complete the application or questions about the Quality Start Child Care Rating System, you may call the Division of Child Care and Early Childhood Education at (225)-342-0694. Additional information is also available on the following website: www.qrslouisiana.org

Your child care resource and referral (CCR&R) agency can also help. They may be able to provide technical assistance at your center. If you don’t know about CCR&R services, call 1-866-600-2772 toll free or go to www.laccrra.org

Your success is our success – we hope you will participate in the Quality Start Child Care Rating System. In addition to communicating the level of quality in your center, your child care business, your staff, and your parents may be eligible for tax credits based on your participation in the Quality Start Child Care Rating System. Thank you for your commitment to children and for the vital work you do in providing child care services.