Family Child Care Programs

To Attain and Maintain Step One

1. Program is in compliance with licensing regulations.
2. The facility has no substantiated serious violations in the past three years.

To Attain and Maintain Step Two

1. Program is in compliance with licensing regulations.
2. The facility has no substantiated serious violations in the past three years.

To Attain and Maintain Step Three

1. Program is in compliance with licensing regulations.
2. The facility has no substantiated serious violations in the past three years.

To Attain and Maintain Step Four

1. Program is in compliance with licensing regulations.
2. The facility has no substantiated serious violations in the past three years.

Standards

Compliance History/ Licensing Status
- 1. Facility meets regulatory standards.
- 2. Facility in operation for less than one year cannot be rated.
- 3. Learning environment, materials, and daily schedule pass the assessment for regulatory licensing standards.
- 4. The program follows a daily schedule and the learning environment supports the interests of the children. (NAFCC 3.17)
- 5. The program provides an opportunity to identify strengths and weaknesses and a inclusive of staff and families. (NAFCC 3.6)
- 6. The program makes families aware of local and state resources available to them. These resources may include: Resource Development Centers, Child Development Services, Maine Parent Federation, WIC, MaineCare, local community events etc. This evidence is incorporated in curriculum planning.
- 7. Programs (including FCC providers who employ staff) hold staff meetings on professional growth activities per year above the regulatory minimum.

Learning Environment/ Developmentally Appropriate Practice
- 8. Parent Surveys are done annually. The survey tool must be approved by DHHS
- 9. Owner/Director is at level 4 or above on the MRTQ Direct Care Career Lattice, has a professional development plan prepared annually, 10 hours of professional growth activities per year above the regulatory minimum.
- 10. Programs (including FCC providers who employ staff) hold staff meetings on professional growth activities per year above the regulatory minimum.

Program Evaluation
- 11. Programs (including FCC providers who employ staff not related to them) have an employee handbook detailing policies for at least hiring and firing, advancement, grievance, sexual harassment, and child abuse reporting.
- 12. The assistant, unless a family member, is paid at least minimum wage.

Staffing and Professional Development
- 13. The program provides a written philosophy about the relationship between the program and the program, which is shared with parents when their children are enrolled.
- 14. 100% of permanent/regular staff members are registered in MRTQ Registry.
- 15. The program is evaluated yearly using a self-assessment tool and has a written improvement plan based upon findings of a comprehensive self-assessment designed to analyze all aspects of the program.

Administrative Policies and Procedures
- 16. The program meets the regulatory requirements for child observation which includes observation of children at arrival and throughout the day for obvious signs of illness.

Parent/Family Involvement
- 17. Evidence is collected 2 times per year on children's development in the following areas:
  - Social/Emotional
  - Cognitive
  - Physical (gross and fine motor) development
  - Communication

Authentic Assessment
- 18. Evidence is collected 4 times per year on children's development in the following areas:
  - Social/Emotional
  - Cognitive
  - Physical (gross and fine motor) development
  - Communication

Family Resources
- 19. Family resources include:
  - Resource Development Centers, Child Development Services, Maine Parent Federation, WIC, MaineCare, local community events etc.

Examples of evidence include:
- Children's work, observations, interviews with families, audio tape, video tape, photographs. This evidence is incorporated in curriculum planning.
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  - Children's work, observations, interviews with families, audio tape, video tape, photographs. This evidence is incorporated in curriculum planning.
STANDARDS

Family
Child Care Programs

A summary of quality indicators in the areas of Licensing compliance, Learning Environment, Program Evaluation, Staffing and Professional Development, Administrative Policies and Procedures, Family Resources and Involvement, and Authentic Assessment that define Maine’s Quality Rating System for Family Child Care Programs.