

STEP 4



for Child Care Home Based Providers

STANDARD	REQUIREMENTS
Health and Safety	<ul style="list-style-type: none">• Number of children equals 11 points or 11 children, with a maximum of 3 babies per worker.
Staffing and Professional Development	<ul style="list-style-type: none">• Home-based Provider and staff (if applicable) complete Essential Training 4, or have a minimum of a current CDA or 12 ECE credits.• Assistants (if applicable) complete 8 hours of training in child development or have a minimum of a current CDA or 12 ECE credits.
Child Growth, Development and Learning	<ul style="list-style-type: none">• Schedule and lesson plans are posted.• A Child Growth, Development and Learning Self-assessment is completed annually.
Children with Diverse Abilities	<ul style="list-style-type: none">• Inclusion Readiness Checklist is completed annually.
Strengthening Families and Communities	<ul style="list-style-type: none">• Provider partners with families and/or agencies to support children's retention and success.• One parent-teacher conference is offered during the year.• Parents and staff have an annual opportunity to give the program feedback.
Leadership and Management	<ul style="list-style-type: none">• Home-based Provider completes the Business Administration Scale Action Plan annually.

Programs verified at Step 4 must meet the indicators in this current step, and all previous steps (1, 2, and 3).