



## Professional Development and Staff Qualifications Scoring Worksheet

<b>Name of Child Care Provider:</b>	<b>Date:</b>
<b>Notes:</b> If Star Level 1 requirements are not for an area, the score is 0. All criteria in previous levels must be met to go to the next level.	

<b>A. Early Learning and Developmental Standards Training:</b> <i>Standards training should be considered the newest version published by the State of Florida.</i>				<b># of Lead Teachers:</b>	<b># of Assistant Teachers:</b>
N/A	50% of Lead teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group	75% of Lead teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group	50% of assistant teachers complete FL Early Learning and Developmental Standards training that corresponds with their classroom group	75% of Lead and 50% of assistant teachers complete FL Early Learning and Developmental Standards training for all age groups	<b>Points achieved for Developmental Standards</b>  _____
<b>0 points</b>	<b>2 points</b>	<b>3 points</b>	<b>4 points</b>	<b>5 points</b>	
# of lead teachers with FL Dev. Standards for current age group		# of asst. teachers with FL Dev. Standards for current age group		# of lead teachers with FL Dev. Standards for all age groups	
# of asst. teachers with FL Dev. Standards for current age group		# of lead teachers with FL Dev. Standards for all age groups		# of asst. teachers with FL Dev. Standards for all age groups	

<b>B. Staff in-service training:</b> <i>Completed within the last 12 months</i>				<b>Total # Teaching Staff:</b>	
12 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and/or curriculum	N/A	16 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and/or curriculum	20 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and/or curriculum	24 hours of in-service training for all staff, annually, including health and safety, disaster preparedness, and/or curriculum	<b>Points achieved for Staff in-service training</b>  _____
<b>1 point</b>		<b>3 points</b>	<b>4 points</b>	<b>5 points</b>	
# teaching staff with at least 12 hours		# teaching staff with at least 16 hours		# teaching staff with at least 20 hours	
# teaching staff with at least 16 hours		# teaching staff with at least 20 hours		# teaching staff with at least 24 hours	

<b>C. Director:</b> <i>Person on file with DCF as facility director, working full time in program</i>					
<b>Name of Director:</b>		<b>Date Director's Credential issued:</b>		<b>Date Director's Credential expires:</b>	
Director holds a current Florida Director's Credential	Director or on-site admin holds an Associate's Degree or 63 hours of college coursework, or is enrolled in an Associate's Degree program or above	Director or on-site admin holds an Associate's Degree or 63 hours of college coursework with 12 credits in Early Childhood Education, Child Development, or Business Administration	Director or on-site admin is enrolled in coursework for a Bachelor's Degree, with 18 credits in Early Childhood Education, Child Development, or Business Administration	Director or on-site admin holds a Bachelor's Degree, with 18 credits in Early Childhood Education, Child Development, or Business Administration	<b>Points achieved for Director:</b>  _____
<b>1 point</b>	<b>2 points</b>	<b>3 points</b>	<b>4 points</b>	<b>5 points</b>	



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<b>D. Lead Teachers:</b> <i>Teacher with primary responsibility for a group of children. Must be at least one lead teacher per group.</i>				<b># of Lead Teachers:</b>	
All teaching staff meet DCF/OEL training and professional development requirements	50% of Lead Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	75% of Lead Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	25% of Lead Teachers have an Associate's Degree in Early Childhood Education or 63 hours of college coursework with 12 credits in Early Childhood Education, 3 of which must focus on working with children with special needs.	50% of Lead Teachers have an Associate's Degree in Early Childhood Education or 63 hours of college coursework with 12 credits in Early Childhood Education, 3 of which must focus on working with children with special needs	<b>Points achieved for Lead Teachers:</b>  _____
<b>1 point</b>	<b>2 points</b>	<b>3 points</b>	<b>4 points</b>	<b>5 points</b>	
# of lead teachers that meet DCF/OEL training requirements			% of lead teachers that meet DCF/OEL training requirements		
# of lead teachers with DCF Staff Credential with a CDA or higher			% of lead teachers with DCF Staff Credential with a CDA or higher		
# of lead teachers with an AS in Early Childhood Education, an AA or higher degree, or 60 credit hours of college coursework with 12 credits in ECE			% of lead teachers with an AS in Early Childhood Education, an AA or higher degree, or 60 credit hours of college coursework with 12 credits in ECE		

<b>E. Assistant Teachers:</b> <i>Staff that assist Lead Teachers, including floaters</i>				<b># of Assistant Teachers:</b>	
All teaching staff meet DCF/OEL training and professional development requirements	100% of Assistant Teachers have a High School diploma (from an accredited high school) or GED	25% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	50% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education, or are enrolled in coursework for a CDA	50% of Assistant Teachers have a DCF Staff Credential with a Child Development Associate (CDA) or higher education	<b>Points achieved for Assistant Teachers:</b>  _____
<b>1 point</b>	<b>2 points</b>	<b>3 points</b>	<b>4 points</b>	<b>5 points</b>	
# of assistant teachers that meet DCF/OEL training requirements			% of assistant teachers that meet DCF/OEL training requirements		
# of assistant teachers with HS/GED group			% of assistant teachers with HS/GED group		
# of assistant teachers with DCF Staff Credential group			% of assistant teachers with DCF Staff Credential group		
# of assistant teachers with DCF Staff Credential or are enrolled in a CDA program group			% of assistant teachers with DCF Staff Credential or are enrolled in a CDA program group		
# of assistant teachers with CDA/CDAE or higher education group			% of assistant teachers with CDA/CDAE or higher education group		

<b>Total Points:</b> Reference the final number from the calculations above to determine Overall points for Professional Development and Staff Qualifications.					
Points achieved for Developmental Standards	Points achieved for Staff in-service training	Points achieved for Director	Points achieved for Lead Teachers	Points achieved for Assistant Teachers	<b>Total Points</b>

## Total Points for Professional Development and Staff Qualifications

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