

Quality Rated School-Age Portfolio Standard 2

CCR&R Southeast GA



This step by step guide has been prepared to assist with completing Standard 2 of the Quality Rated School-Age portfolio independently.

Quality Rated Resources

The screenshot shows the Quality Rated website interface. On the left, there are sections for 'RETURNING USERS' (with a login form) and 'NEW USERS' (with a 'CREATE ACCOUNT' button). The main content area is titled 'Welcome to Quality Rated, Georgia's Quality Rating and Improvement System' and includes a 'Three Steps to Become Quality Rated' section. On the right, a list of resources is displayed, including 'Frequently Asked Questions', 'Rating Rubric', and various 'Standard 1' and 'Standard 2' resources. A brown banner at the bottom of the page highlights the 'QR PORTFOLIO' and 'STEP-BY-STEP GUIDE' links.

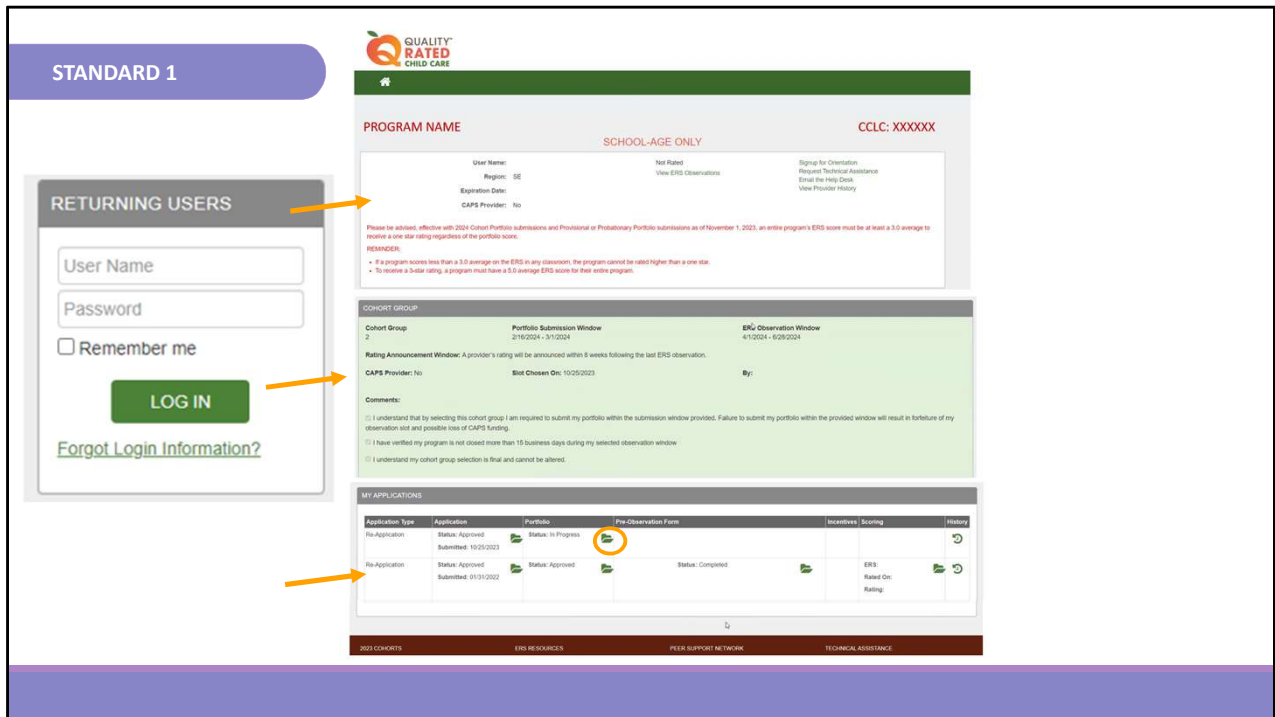
*** School-Age Portfolio resources**

Log on to the Quality Rated website using your program's username and password.

The resources that will be discussed for Standard 2 can be found at the bottom of the website in the brown banner under QR Portfolio.

Standard 2 of your QR portfolio looks at your nutrition and physical activity practices for your program. In Standard 2 you will complete assessments and you will use the results of the assessment to create goals for your program for both nutrition and physical activities.

It also looks at a percentage of your staff's current CPR/First Aid certification that is verified in each GaPDS account. It also looks at written health information and family resources around nutrition and physical activity.



Once you log in, you are able to see your program's information and important dates to remember according to your cohort.

Under My Applications, you will be able to see the new portfolio as well as past portfolios.

To work on your current portfolio, select the green folder next to Portfolio: In Progress.

STANDARD 2

Standard 2

- Assessment
- Nutrition Results
- Physical Activity Results
- CPR/First Aid Cards
- NIOST Health and Safety Webinar
- Written Health Information/Family Resources

QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

← BACK VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

Portfolio Status: In Progress

← BACK VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

STANDARD 2 - CHILD NUTRITION AND PHYSICAL ACTIVITY ASSESSMENT ?

Standard 1

Standard 2

Assessment

Nutrition Results

Physical Activity Results

CPR/First Aid Cards

NIOST Health and Safety Webinar

Written Health Information/Family Resources

Standard 3

Standard 4

Standard 5

Step 1:

Click the **Access Assessment Form** button below to access the Nutrition and Physical Activity Assessment.

Step 2:

Complete the survey by selecting the appropriate answer for each question.

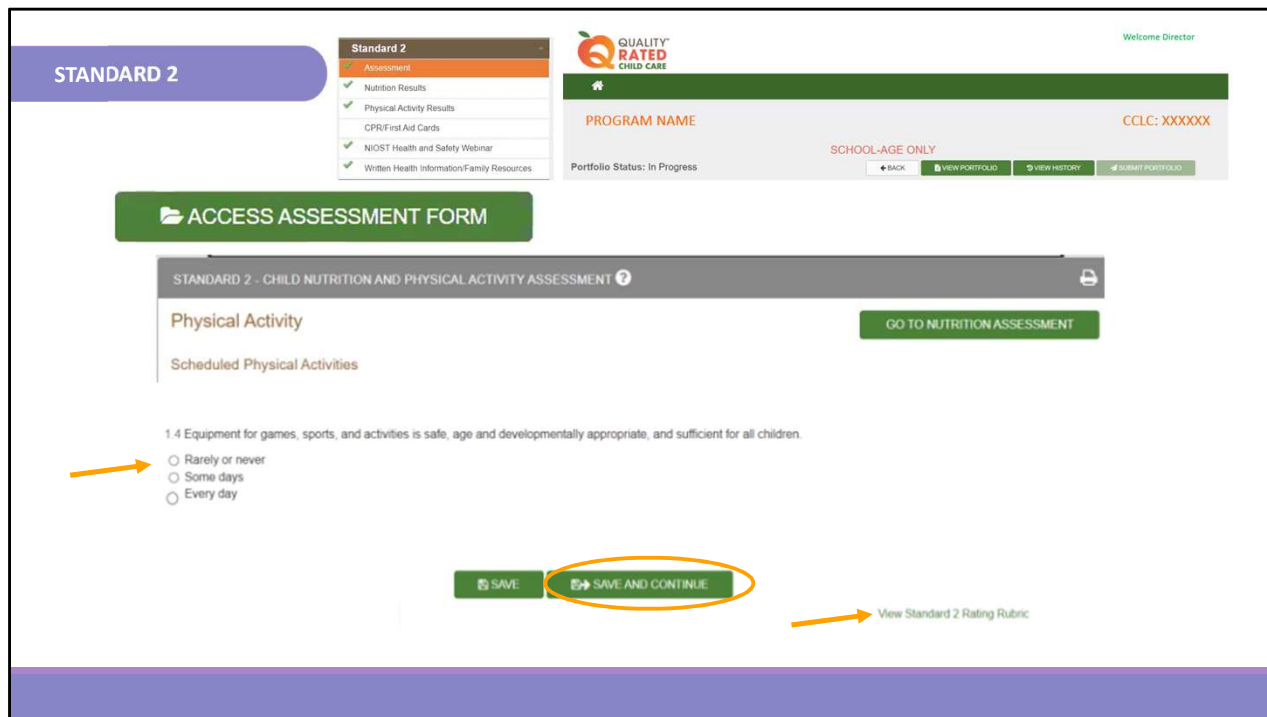
- After answering all the questions on the page, click the **Save and Continue** button to continue to the next page of the assessment.
- All questions must be answered for you to save and continue.
- To review a previous page of the assessment, click the **Back** button.
- If you leave the survey without completing it and return later, you will be taken back to the page where you left off.
- Upon completing the assessment, you will be returned to the beginning page with a message indicating that the assessment has been completed successfully.

ACCESS ASSESSMENT FORM

When you click on Standard 2 on the left side of the screen, a drop-down menu will appear containing the different sections of Standard 2. The first step is to complete the assessment form. You can find it by clicking on the green button that says ACCESS ASSESSMENT FORM. You will then complete the assessment based on your program's current practices.

The screenshot shows the 'ACCESS ASSESSMENT FORM' for Standard 2. The top navigation bar includes the 'QUALITY RATED CHILD CARE' logo and 'Welcome Director'. The sidebar on the left lists 'Standard 2' and 'Assessment' with a checklist of items: Nutrition Results, Physical Activity Results, CPR/First Aid Cards, NIOSH Health and Safety Webinar, and Written Health Information/Family Resources. The main content area is titled 'STANDARD 2 - CHILD NUTRITION AND PHYSICAL ACTIVITY ASSESSMENT' and contains a 'Nutrition' section with two questions (2.1 and 2.2) and radio button options. A purple arrow points to the 'GO TO PHYSICAL ACTIVITY ASSESSMENT' button at the top right, and an orange arrow points to the 'SAVE AND CONTINUE' button at the bottom. The 'SAVE AND CONTINUE' button is circled in orange.

Each question has options to choose from as you continue to answer each question; at the bottom of each page there is a button to save and continue before moving to the next page. Please save so that your work is not lost if you get interrupted. Once you have completed the nutrition assessment you will then complete the physical activity assessment. The button to access the physical activity assessment is at the top right of your screen. Remember, there are no right or wrong answers to the assessment. This is just a self-assessment of your program. These answers are not scored in your portfolio. This will tabulate responses to help you complete action plans for your program.



This is an example of how the Physical Activity assessment will look in your portfolio.

STANDARD 2

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QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

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SCHOOL-AGE ONLY

Portfolio Status: In Progress

BACK VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

2.1 Nutrition and Physical Activity Assessment and Improvement Plan	Points Possible
2.1.0 Criteria not met.	0
2.1.1 The program has conducted the Healthy Eating and Physical Activity Checklist and has developed a written improvement plan addressing 1 indicator for each of the two domains (nutrition and physical activity).	2
2.1.2 The program has conducted the Healthy Eating and Physical Activity Checklist and has developed a written improvement plan addressing 2 indicators for each of the two domains .	4
2.1.3 The program has conducted the Healthy Eating and Physical Activity Checklist and has developed a written improvement plan addressing at least 3 indicators for each of the two domains .	6
<u>What to Submit for Standard 2.1</u>	
Initial Application: <ul style="list-style-type: none"> Completed Healthy Eating and Physical Activity Checklist Completed improvement plan with evidence of addressing 1, 2, or 3 indicators for each of the two domains (nutrition and physical activity) 	
Reassessment: <ul style="list-style-type: none"> Documentation of implementing the previous year's improvement plan and of creating a new improvement plan 	

For this standard, program staff will reflect on their program's current health, safety, and nutrition standards and identify areas that can be improved. Points are assigned based on the completion of the Nutrition and Physical Activity Self-Assessment, a written improvement plan, documentation of actions taken to complete the plan, and evidence that the program has met each of the requirements listed.

Here you see the rubric; once you complete the Nutrition and Physical Activity Assessments you need to determine how many improvement plans you want to create for your program. Each action plan you complete will help you earn points in your QR portfolio.

If you create 1 improvement plan for 1 indicator for each of the two domains (Nutrition and Physical Activity) it is worth 2 points, 2 improvement plans for each domain from different indicators are worth 4 points, and 3 improvement plans for each domain from 3 different indicators are worth 6 points in your portfolio.

STANDARD 2

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QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

BACK VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

STANDARD 2 - NUTRITION IMPROVEMENT PLAN

Step 1:

The table below identifies your results from the Nutrition section of the assessment. Carefully review your results to help you determine areas to be addressed in your program's improvement plan.

Indicator Name	Minimal	Advanced	Optimal	N/A
Eating Environment	0	2	6	0
Caregiver/Teacher Behaviors	0	2	2	0
Nutrition Education	1	1	3	0
Foods to Increase	1	3	0	0
Foods to Limit	0	3	3	0
Beverages	0	1	4	0
Caregiver/Teacher and Family Nutrition Training	0	2	4	0
Nutrition Policies	1	4	1	0
Local Food Procurement	1	0	0	0
Farm to Table	1	0	0	0
Growing Season	1	0	0	0

Once you've determined how many improvement plans you want to create you will go back to the brown bar and click on the Nutrition Results tab. You will see a chart of your responses to each question in the assessment to help determine which areas you would like to make improvements in and create your action plans around. It is recommended that you choose to address those columns that fall in the minimal column so that you are meeting standards for the children.

The screenshot shows the 'Standard 2' section of the Quality Rated Child Care portal. On the left, a sidebar lists indicators under 'Standard 2', with 'Nutrition Results' highlighted in orange. The main content area features a header with 'PROGRAM NAME' and 'CCLC: XXXXXX', and a 'Portfolio Status: In Progress' indicator. Below this, a yellow box contains the instruction: 'Step 2: Once you have selected the indicators that you plan to address, develop a one-year improvement plan for the selected indicator(s). Click the **Add Improvement Plan** button below to develop your plan to improve your Nutrition practices.' A table below lists the selected indicators: 'Nutrition Education' and 'Beverages'. At the bottom of the table, a green button labeled '+ ADD IMPROVEMENT PLAN' is circled in orange.

Edit	Indicator Name	Delete
	Nutrition Education	
	Beverages	

In order to add an improvement plan you will click on the button that says ADD IMPROVEMENT PLAN. It will open up a drop-down menu for you to be able to add your responses in each area.

The screenshot shows the 'STANDARD 2 - NUTRITION IMPROVEMENT PLAN' interface. At the top left, a purple bar contains the text 'STANDARD 2'. To its right is a sidebar menu for 'Standard 2' with items like 'Assessment', 'Nutrition Results', 'Physical Activity Results', 'CPR/First Aid Cards', 'NIOS Health and Safety Webinar', and 'Written Health Information/Family Resources'. The top right corner features the 'QUALITY RATED CHILD CARE' logo and 'Welcome Director'. Below the logo, there are fields for 'PROGRAM NAME' and 'CCLC: XXXXXX', and a 'Portfolio Status: In Progress' indicator. A navigation bar includes buttons for 'BACK', 'VIEW PORTFOLIO', 'VIEW HISTORY', and 'SUMMIT PORTFOLIO'. The main content area is titled 'STANDARD 2 - NUTRITION IMPROVEMENT PLAN' and contains the heading 'Add/Update Improvement Plan'. Below this, it instructs the user to 'Select the indicator that you plan to improve and develop your plan for improvement by answering all of the questions below.' An 'Indicator:' dropdown menu is open, showing a list of indicators including 'Eating Environment', 'Caregiver/Teacher Behaviors', 'Nutrition Education', 'Foods to Increase', 'Foods to Limit', 'Beverages', 'Caregiver/Teacher and Family Nutrition Training', 'Nutrition Policies', 'Local Food Procurement', 'Farm to Table', and 'Growing Season'. To the right of the dropdown is a table with columns for 'Indicator Name', 'Minimal', 'Advanced', 'Optimal', and 'N/A'. The table lists 'Nutrition Policies' with values 1, 4, 1, and 0. Below the table are four numbered questions: '1. What action will we take to reach our goal?', '2. Who will take responsibility for this action?', '3. How will you know the action has been successfully completed?', and '4. Anticipated Completion Date:'. Each question has a corresponding text input field. At the bottom right of the form are 'SAVE' and 'CANCEL' buttons. A yellow arrow points to the 'SAVE' button. A link 'View Standard 2 Rating Rubric' is located at the bottom right of the form area.

Select the indicator that you plan to improve and develop an improvement plan for by answering all of the questions shown, then click save.

This is an example of how the questions section will look in your portfolio.

Repeat this step for each improvement plan.

STANDARD 2

Standard 2

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- ✓ Written Health Information/Family Resources

QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

← BACK VIEW PORTFOLIO VIEW HISTORY → SUBMIT PORTFOLIO

Step 2:

Once you have selected the indicators that you plan to address, develop a one-year improvement plan for the selected indicator(s). Click the **Add Improvement Plan** button below to develop your plan to improve your Nutrition practices.

Edit	Indicator Name	Delete
	Caregiver/Teacher Behaviors	
	Foods to Increase	
	Foods to Limit	

+ ADD IMPROVEMENT PLAN

Check this box to indicate that this section is complete when all of your improvement plans have been added.

[View Standard 2 Rating Rubric](#)

Once you have added all of the improvement plans for this section, you will check the box at the bottom in the light green bar to indicate that this section is complete.

Repeat the same steps for the Physical Activity Results.

STANDARD 2

- Standard 2
 - Assessment
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QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

STANDARD 2 - PHYSICAL ACTIVITY IMPROVEMENT PLAN

Step 1:

The table below identifies your results from the Physical Activity section of the assessment. Carefully review your results to help you determine areas to be addressed in your program's improvement plan.

Indicator Name	Minimal	Advanced	Optimal	N/A
Scheduled Physical Activities	0	0	5	0
Staff Behaviors	0	1	5	0
Physical Activity Education	1	1	3	0
Screen Time	2	0	2	0
Staff and Family Physical Activity Training	4	1	0	0
Physical Activity Policies	0	1	2	0

+ ADD IMPROVEMENT PLAN

Check this box to indicate that this section is complete when all of your improvement plans have been added.

View Standard 2 Rating Rubric

You will go to the Physical Activity Results screen and determine which indicators you would like to create your improvement plans around.

You may create up to 3 improvement plans by clicking on the ADD IMPROVEMENT PLAN button on your screen. Once you are finished you will check the box in the light green bar at the bottom of your screen to indicate that this section is complete.

STANDARD 2

Standard 2

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Portfolio Status: In Progress

BACK VIEW PORTFOLIO VIEW HISTORY SUMMIT PORTFOLIO

Select the indicator that you plan to improve and develop your plan for improvement by answering all of the questions below.

Indicator: Select -->

No practices found.

No results found.

1. What action will we take to reach our goal?

Indicator Name	Minimal	Advanced	Optimal	N/A
Scheduled Physical Activities	0	0	5	0
Staff Behaviors	0	1	5	0
Physical Activity Education	1	1	3	0
Screen Time	2	0	2	0
Staff and Family Physical Activity Training	4	1	0	0
Physical Activity Policies	0	1	2	0

Step 2:

Once you have selected the indicators that you plan to address, develop a one-year improvement plan for the selected indicator(s). Click the **Add Improvement Plan** button below to develop your plan to improve your Physical Activity practices.

Select -->

- Scheduled Physical Activities
- Staff Behaviors
- Physical Activity Education
- Screen Time
- Staff and Family Physical Activity Training
- Physical Activity Policies

Follow the same steps to complete the Physical Activity Results goals.

Select the indicator that you plan to improve based on the chart for this section.

The screenshot displays the 'STANDARD 2' section of the Quality Rated Child Care portal. On the left, a sidebar lists items under 'Standard 2': Assessment, Nutrition Results, Physical Activity Results (highlighted), CPR/First Aid Cards, NIOSH Health and Safety Webinar, and Written Health Information/Family Resources. The top right shows 'Welcome Director' and the 'QUALITY RATED CHILD CARE' logo. Below the logo, there are fields for 'PROGRAM NAME' and 'CCLC: XXXXXX', and a 'SCHOOL-AGE ONLY' indicator. A 'Portfolio Status: In Progress' is shown with navigation buttons: BACK, VIEW PORTFOLIO, VIEW HISTORY, and SUBMIT PORTFOLIO. The main form area contains four numbered questions:

1. What action will we take to reach our goal?
2. Who will take responsibility for this action?
3. How will you know the action has been successfully completed?
4. Anticipated Completion Date:

 Each question has a corresponding text input field. At the bottom of the form, there is a green 'SAVE' button with a document icon, a grey 'CANCEL' button, and a yellow-bordered link that says 'View Standard 2 Rating Rubric'. A yellow arrow points to the 'SAVE' button.

Fill out all of the required information to create your plans of improvement and click the save button once complete.

Repeat this step for each improvement plan.

STANDARD 2

Standard 2

- Assessment
- Nutrition Results
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QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

BACK VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

Step 2:

Once you have selected the indicators that you plan to address, develop a one-year improvement plan for the selected indicator(s). Click the **Add Improvement Plan** button below to develop your plan to improve your Physical Activity practices.

Edit	Indicator Name	Delete
+ ADD IMPROVEMENT PLAN		
<input checked="" type="checkbox"/> Check this box to indicate that this section is complete when all of your improvement plans have been added.		
View Standard 2 Rating Rubric		

Once you have completed all of the physical activity goals you will check the box in the light green bar at the bottom of your screen to indicate that this section is complete.

The screenshot displays the GaPDS interface for Standard 2. The top left shows 'STANDARD 2' in a purple header. The top right has 'Welcome Director' and 'CCLC: XXXXXX'. The main content area is titled 'STANDARD 2 - CPR/FIRST AID CARDS' and contains a table with the following data:

PDS#	STATUS	FIRST NAME	LAST NAME	CPR EARNED	CPR EXPIRATION	CPR CURRENT [✓]	FIRST AID EARNED	FIRST AID EXPIRED	FIRST AID CURRENT [✓]
313788	Active	Rosa	Homes	10/15/2022	10/17/2025	<input checked="" type="checkbox"/>	10/15/2022	10/17/2025	<input checked="" type="checkbox"/>
318586	Pending	Robert	Peters	04/22/2023	04/22/2025	<input type="checkbox"/>	04/22/2023	04/22/2026	<input type="checkbox"/>
12697	Incative	Lucy	Miller			<input type="checkbox"/>			<input type="checkbox"/>

Below the table is a light green bar with a checkbox and the text: 'Check this box to indicate that this section is complete.' A yellow arrow points to this checkbox. To the right of the bar is a link: 'View Standard 2 Rating Rubric', which is circled in red.

The next section of Standard 2 relates to CPR and First Aid certification for your staff. Everyone that is current on their CPR and First Aid certification should enter the dates earned and expired in the Other Career Data section of their GaPDS profile.

On the screen you should see everyone that is checked as current staff in Standard 1 of your QR portfolio. You will see checkmarks if their information is updated in GaPDS; all information is verified through GaPDS according to what is current from the time that you submit your portfolio. Updates entered into GaPDS after portfolio submission will not be considered.

There is nothing further to do on this screen other than following up with your staff to ensure that their GaPDS information is current. Once that is complete you will check the box in the light green bar at the bottom of your screen to indicate that this section is complete.

STANDARD 2

Standard 2

- ✓ Assessment
- ✓ Nutrition Results
- ✓ Physical Activity Results
- CPR/First Aid Cards
- ✓ NIOSH Health and Safety Webinar
- ✓ Written Health Information/Family Resources

Welcome Director


QUALITY RATED CHILD CARE

PROGRAM NAME: _____ CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

[← BACK](#)
[VIEW PORTFOLIO](#)
[VIEW HISTORY](#)
[SUBMIT PORTFOLIO](#)



2.2 First Aid/CPR Certification	Points Possible
2.2.0 Criteria not met.	0
2.2.1 60% of staff have a current First Aid/CPR certification.	2
2.2.2 70% of staff have a current First Aid/CPR certification.	4
2.2.3 80% of staff have a current First Aid/CPR certification.	6
<p><u>What to Submit for Standard 2.2</u></p> <p>Initial Application and Reassessment:</p> <ul style="list-style-type: none"> ○ First Aid/CPR certifications are entered into the GaPDS and are posted on the "Other Career Data" tab. Points will be awarded based on the information in the GaPDS at the time of portfolio submission. 	

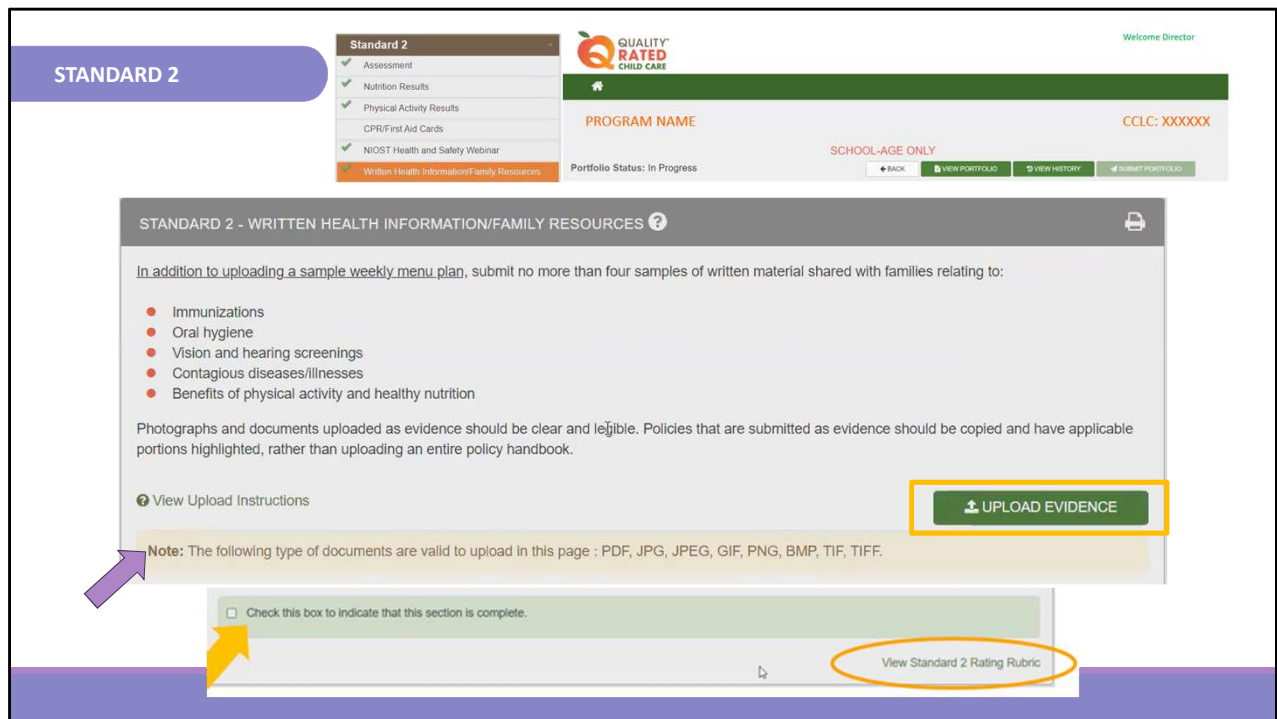
Here is the rubric that shows how your CPR/First Aid Certification of staff is scored. If 60% of staff have a current certification, you will receive 2 points, 70% 4 points, and 80% 6 points.

The screenshot displays a user interface for a Quality Rated Child Care program. On the left, a sidebar lists tasks under 'Standard 2', with 'NIOST Health and Safety Webinar' highlighted. The main area features a video player for a webinar titled 'Obesity by 2015'. Below the video are seven questions related to the webinar content. A verification statement is provided for the user to complete, followed by a 'SAVE' button and a checkbox for completion confirmation. A yellow arrow points to the 'SAVE' button.

The next section is the "NIOST Health and Safety Webinar." In this section the program administrator or director must view the National Institute of Out of School Time (NIOST) Health and Safety Webinar and complete the on-screen Webinar viewing questions.

After viewing the webinar the program director/administrator should complete the questions listed under the video and complete the viewing verification statement.

Finally, click SAVE and check the box at the bottom when all items for this section have been completed.



The last section of Standard 2 is asking for evidence of Written Health Information and Family Resources that you have for your program. You will gather your program's documents to upload that show nutrition and physical activity information. You will use the green UPLOAD EVIDENCE button in order to add information into your portfolio. If you are uploading your policies from your parent handbook or employee handbook, please highlight the sections you are trying to show as evidence or copy and paste those sections into another document. This will help ensure that the QR Assessors are able to easily locate the information that is being requested.

The yellow bar lets you know what types of formats can be uploaded in the portfolio. Anything that can be edited, like a Word or Excel document, cannot be uploaded as evidence; you will receive an error message if the formatting is incorrect. Please make sure you are uploading the documents that are correctly formatted. PDF is recommended.

The rubric for this section is located at the bottom right of the page.

The screenshot shows the Quality Rated Child Care portal interface. On the left, a sidebar lists Standard 2 criteria: Assessment, Nutrition Results, Physical Activity Results, CPR/First Aid Cards, NOIST Health and Safety Webinar, and Written Health Information/Family Resources. The main content area displays a rubric table for Standard 2.3. Below the table, there is a section titled 'What to Submit for Standard 2.3' with instructions for initial application and reassessment, including a list of requirements for each criterion. A red warning message at the bottom states: 'Do not upload children's confidential health data.'

2.3 Written Health Information/Nutrition/Physical Activity Resources	Points Possible
2.3.0 Criteria not met.	0
2.3.1 The program administrator or director has viewed the <i>National Institute of Out of School Time (NOIST) Health and Safety Webinar</i> and completed the on-screen Webinar viewing questions.	2
2.3.2 Has completed all of criteria 2.3.1, and has established a policy to encourage healthy meals and snacks as demonstrated by the inclusion of nutritious weekly menus provided to parents and families.	4
2.3.3 Has completed all of criteria 2.3.2, and the program has provided culturally responsive written materials to families about the importance of immunizations, oral hygiene, contagious diseases/illnesses, vision and hearing screenings, and the benefits of physical activity and healthy nutrition.	6

What to Submit for Standard 2.3

Initial Application and Reassessment:

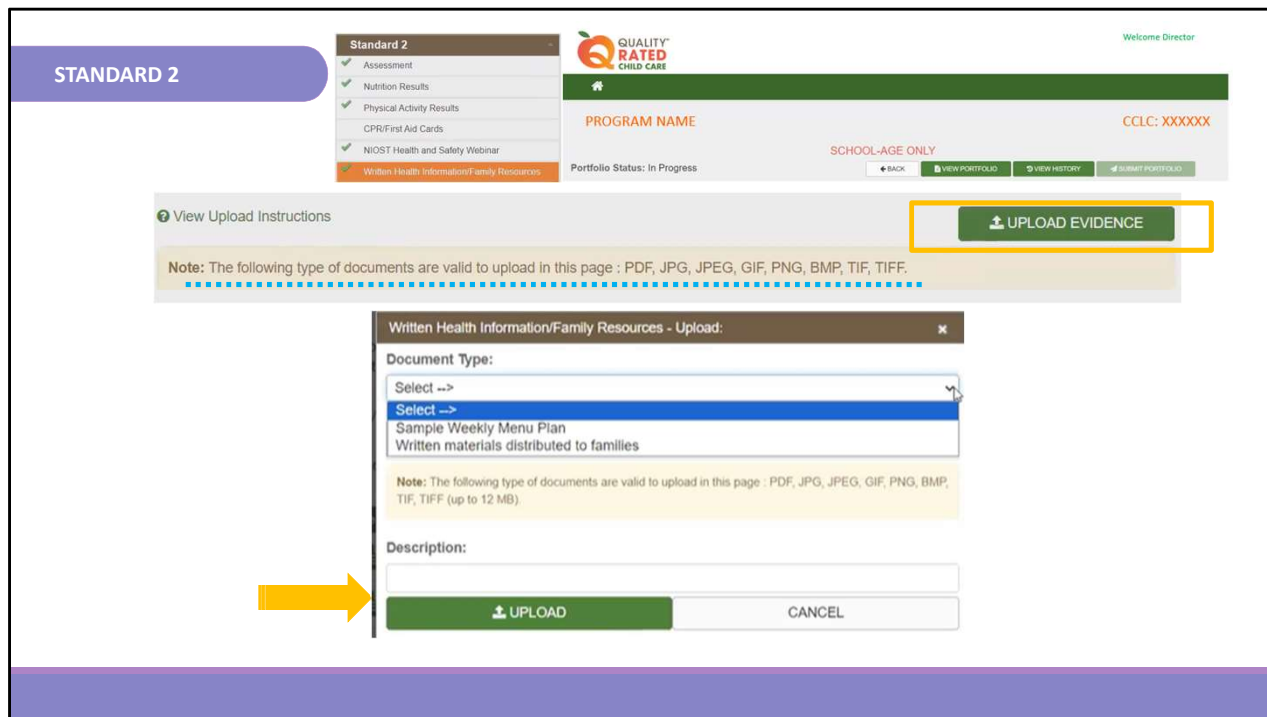
- 2.3.1: Complete the on-screen NOIST Webinar viewing verification statement and questions. The webinar can be viewed at the following link: https://youtu.be/bnW_TXMTf5o
- 2.3.2: Submit sample weekly menu shared with families
- 2.3.3: Samples of written material shared with families relating to immunizations, oral hygiene, vision and hearing screenings, contagious diseases/illnesses, and the benefits of physical activity and healthy nutrition

Do not upload children's confidential health data.

Here you will see the rubric for the written health information and family resources section of Standard 2. The rubric tier for 2 points requires that the program administrator or director complete the on-screen NOIST Webinar viewing, verification statement, and questions.

To receive 4 points you would show that your program has established a policy to encourage healthy meals and snacks as demonstrated by the inclusion of nutritious weekly menus provided to parents and families. Be sure that the sample you upload is for an entire week, Monday through Friday, not including holidays and that the full date is included on the menu.

Finally, after completing all of the criteria for the first 2 parts, you may upload evidence that the program has provided culturally responsive written materials to families about the importance of immunizations, oral hygiene, contagious diseases/illnesses, vision and hearing screenings, and the benefits of physical activity and healthy nutrition. This can help you achieve 6 points for this standard. If you need reliable resources to share with your families you can find some at the bottom of the QR website in the brown section; there is an option labeled QR Portfolio. Under the Standard 2 section there are resources that you can download and save as one document to upload to your portfolio or print to share with your parents if you do not already have some.



Use the green **UPLOAD EVIDENCE** button in order to add information into your portfolio. The yellow bar lets you know what types of formats can be uploaded in the portfolio; PDF is recommended.

Select the type of documentation you are uploading, add a simple description and click **UPLOAD**.

Repeat this step for each piece of evidence, keeping in mind that you are only allowed 5 documents, including your weekly menu; you might need to combine some of them to one document if you have more than 5.

STANDARD 2

Standard 2

- ✓ Assessment
- ✓ Nutrition Results
- ✓ Physical Activity Results
- ✓ CPR/First Aid Cards
- ✓ NIOSH Health and Safety Webinar
- Written Health Information/Family Resources

QUALITY RATED CHILD CARE

Welcome Director

PROGRAM NAME

CCLC: XXXXXX

SCHOOL-AGE ONLY

Portfolio Status: In Progress

VIEW PORTFOLIO VIEW HISTORY SUBMIT PORTFOLIO

View Upload Instructions

UPLOAD EVIDENCE

Note: The following type of documents are valid to upload in this page : PDF, JPG, JPEG, GIF, PNG, BMP, TIF, TIFF.

View	Section	File Name	Description	Date	Delete
	Sample Weekly Menu Plan	February Menu.pdf	Menu Plan	2/6/2024	
	Written materials distributed to families	Standard 2.3.3 Communicable Disease Chart 1.pdf	Contagious Diseases/Illnesses	2/6/2024	
	Written materials distributed to families	Standard 2.3.3 Immunization and Dental 3.pdf	Immunization & Dental	2/6/2024	
	Written materials distributed to families	Standard 2.3.3 Physical Activity and Nutrition Handout 4.pdf	Physical Activity and Healthy Nutrition	2/6/2024	
	Written materials distributed to families	Standard 2.3.3 Visionand and Hearing 5.pdf	Vision and Hearing screenings	2/6/2024	

Check this box to indicate that this section is complete.

Here is an example of a completed section. Once all of your documents have been uploaded, check the box at the bottom of the page to indicate that this section is complete.

The screenshot displays the Quality Rated Child Care portal interface. At the top left, a purple banner reads "STANDARD 2". The top right corner shows "Welcome Director". The main header area includes the "QUALITY RATED CHILD CARE" logo, a home icon, and fields for "PROGRAM NAME" and "CCLC: XXXXXX". Below this, it indicates "SCHOOL-AGE ONLY" and "Portfolio Status: In Progress". A navigation bar contains buttons for "BACK", "VIEW PORTFOLIO", "VIEW HISTORY", and "SUBMIT PORTFOLIO".

The central focus is a dropdown menu for "Standard 2", which is highlighted with a green checkmark and an orange arrow. The menu items, each with a green checkmark, are:

- Assessment
- Nutrition Results
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- Written Health Information/Family Resources

The "Standard 2" header and the "Written Health Information/Family Resources" item are highlighted in orange.

Once you have completed all areas of Standard 2, a green checkmark will appear indicating that this section is completed.

Additional Resources

STANDARD 2		Date Completed:
Item	Date Completed	Comments/Questions
Nutrition and Physical Activity Assessment		
Nutrition Action Plan <input type="checkbox"/> 3 plans from different indicators in the domain		
Physical Activity Action Plan <input type="checkbox"/> 3 plans from different indicators the domain		
CPR/First Aid verified by PDS <input type="checkbox"/> Entered in other career data and verified by PDS _____% Of Staff Completed		
Written Health Info/Family Resources		
NIOST Health and Safety Webinar Program administrator has: <input type="checkbox"/> Viewed <input type="checkbox"/> Completed questions Policy: <input type="checkbox"/> Encourages healthy meals and snacks Written Materials Shared: <input type="checkbox"/> Immunization Resources <input type="checkbox"/> Oral Hygiene Resources <input type="checkbox"/> Contagious Disease/Illness Resources <input type="checkbox"/> Vision Screening Resources <input type="checkbox"/> Hearing Screening Resources <input type="checkbox"/> Benefits of Physical Activity and/or Nutrition Resources		

The Child Care Resource & Referral Agency has created a resource to help you to complete each standard of the portfolio. The Standard 2 portion of that Portfolio Checklist is shown here. Please ensure you request the Portfolio Checklist from your Coach. This could assist you in completing Standard 2 of the Portfolio.

Additional Resources

<https://www.ccrrofsoutheastga.org/>



QUALITY RATED PORTFOLIO RESOURCES
[Portfolio FAQs and Information for Each Standard](#)

The Southeast Child Care Resource and Referral Agency has created several resources for you that will help guide you through each standard. Please visit our website at <https://www.ccrrofsoutheastga.org/>

We wish you success in completing Standard 2.