



Solicitud de Evaluación en el Sitio de Early Achievers

Guía Paso a Paso

Siete pasos simples para completar y enviar su Solicitud de Evaluación en el Sitio de Early Achievers en MERIT

La Herramienta de Educación Administrada e Información del Registro (MERIT) es operada por el Departamento de Aprendizaje Temprano del Estado de Washington



Paso 1: Ingrese en su Cuenta de MERIT en merit.del.wa.gov

MERIT Managed Education and Registry Information Tool

Home Sign in Search MERIT

MERIT » Sign in

Welcome to MERIT - Sign in

If you have a STARS ID number and this is your first time signing into MERIT, find your user type below and follow the steps to get your MERIT username and password.

Early Care & Education and School-age Professionals (ECE/SA)

To find your MERIT username:

- Your username will always be your STARS ID **OR** the primary email address used in your MERIT record.
- In the [Early Care & Education and School-age Professional search](#), use your name and/or date of birth to find your STARS ID.
- If you do not find a STARS ID number assigned to you through the ECE/SA search, or you do not know which email is recorded in your MERIT profile, please [Contact MERIT Support Services](#) or call toll free: 1.866.482.4325 and choose option 8.

To receive your password:

- If you have forgotten your password, click [here](#) to reset your password, or click "Forgot Your Password?" on the right-hand side of this screen. You will receive a temporary password in an email from merit@del.wa.gov
- If you do not receive your temporary password, it may be that the record in MERIT does not have a valid email address. Please [Contact MERIT Support Services](#) to request an email update and to have your password reset.

Sign in

Returning users:

Username: (STARS ID or email address)

Password:

Sign in

[Forgot your Password?](#)

New users:

MERIT Registration

Please note: A working e-mail account is required to register in MERIT and submit applications on-line.

Para encontrar su nombre de usuario y contraseña:

- A. Nombre de usuario:** Su nombre de usuario será siempre su ID de STARS o la dirección de correo electrónico primaria de su archivo de MERIT.
- B. Contraseña:** Si olvidó su contraseña puede restablecerla. Para hacerlo, haga clic en "Forgot Your Password?" (¿Olvidó su contraseña?) y siga las instrucciones.

Paso 2: Acceso a la Pestaña Secundaria de Early Achievers

Home News My Record **Facility/Site** Applications Search MERIT Logout

MERIT » Facility/Site

Facility/Site Details

EARLY CHILDHOOD CENTER Data current as of 9/21/2013  **Early Achievers**
Status: Participating in Quality Improvement

Helena Bonham-Carter
123 Any Street
Federal Way, WA 980923

Provider ID
Facility Type Family Child Care Home
License Type Non-Expiring
Initial License Date 4/20/2009
Anniversary Date
License Expires Non-Expiring
Primary Contact Name
Primary Contact Date of Birth

Licensed Capacity 66 children
Ages Served From 1 month To 12 years
Current License Status Open
DEL Licensor
DEL Licensor Phone

Director Name
Director Date of Birth

Employees Information Account Management **Early Achievers**

 WASHINGTON **EARLY ACHIEVERS**
PREPARING CHILDREN FOR SUCCESS IN SCHOOL

YOU HAVE COMPLETED LEVEL 2.

You have met all Level 2 requirements and are eligible to request an on-site evaluation. Programs should only request an evaluation when they feel confident they can meet the minimum thresholds for ERS and CLASS. Each assessed classroom must score at least a 2 on Instructional Support in the CLASS, a 3.5 on Emotional Support and Organization/Emotional and Behavioral Support in the CLASS, and a 3.5 on the ERS to achieve a Level 3-5 rating. We recommend that you consult with a local technical assistance provider to review your readiness for rating.

To be considered for Levels 3-5, please submit the Early Achievers Request for On-Site Evaluation on this page. Evaluation requests are scheduled during three month assessment windows. Evaluation requests are approved by the QRIS Regional Coordinator.

Quality Rating Improvement System (QRIS) Applications

Early Achievers Registration Use this application to register for participation in Level 2 of Early Achievers, Washington's voluntary Quality Rating and Improvement System (QRIS).

Early Achievers Application for Level 2 Use this application to complete Level 2 of Early Achievers, Washington's Quality Rating and Improvement System. Links to the required online training modules and online self-assessments are available in this application.

Early Achievers Request for On-Site Evaluation Use this application to apply for an on-site evaluation for Levels 3-5 of Early Achievers.

Haga clic en el enlace azul resaltado de “*Early Achievers Request for On-Site Evaluation*” (*Solicitud de Evaluación en el Sitio de Early Achievers*).

Paso 3: Solicitud de Evaluación en el Sitio, Información del Establecimiento

MERIT » Applications » Early Achievers Request for On-Site Evaluation

1 Facility Information 2 Facility Demographics 3 On-Site Evaluation 4 Review & Submit

Cancel Next →

Verify the following facility information and make updates as needed. Please note: all teaching staff must have active professional records in order for your program to be evaluated.

Contact Information

Name of Primary QRIS Contact: Helena Bonham-Carter email: helena@bc.net
 Role within the Program: Child Care Center Director Phone: (509)509-5099

Optional
 Name of Secondary QRIS Contact: email:
 Role within the Program: Phone:

Program Schedule

Please select all that apply (check at least one box on each line):

Full Day (more than 5 hours) Part Day (less than 5 hours) 24 hours
 Full Year Part Year (Example: June to September)

Children Served

How many children are you approved to serve (ex. Licensed capacity)? Do not include dedicated school-age slots (6-12 years). 12

Ages Served. Please check all that apply:
 Check/Uncheck All
 Infant (0-11 months) Toddler (12-29 months) Pre-School (30 months - 5 years)

Total number of children from ages 0 through 5 years currently enrolled: 12

Total number of teaching staff: 2

Total number of classrooms: 1

Classrooms

List classrooms by age range and capacity. You will need to assign teaching staff to the classrooms table in order to move forward in the application. Teaching staff will be pre-populated if they have listed the facility as a current employer in their personal account. Click the edit button to begin assigning teaching staff to each room.

+ Click here to add a Classroom

Classroom Name	Age Range Served	Children	Teaching Staff	Schedule	HS/ECEAP	Name(s) of Teaching Staff	Delete	Edit
No Records Found								

Cancel Next →

Solicitud de Evaluación en el Sitio de Early Achievers, Paso 1: Información del Establecimiento.

Su información se completará automáticamente a partir de su solicitud de nivel 2 de Early Achievers. Revísela y haga las actualizaciones necesarias si alguna de la información ha cambiado.

En “Aulas” revise que esté documentado el personal correcto como personal docente en cada aula enumerada. (Consulte la página 5 para ver instrucciones detalladas).

Para los fines de QRIS, “teaching staff” (personal docente) se refiere a los maestros principales y asistentes/colaboradores asignados a un salón o un grupo de niños por la mayor parte del día.

El personal docente ya estará completado si han indicado al establecimiento/sitio como un empleador actual en su cuenta de MERIT personal.

Puede eliminar a un maestro de un aula seleccionando el botón Editar a la derecha de la tabla de “Classrooms” (aulas).

Cuando haya terminado de revisar la información sobre su establecimiento, seleccione “Next” (siguiente).

Paso 3: Solicitud de Evaluación en el Sitio, Información del Establecimiento (*continuación*)

Classroom Information

Classroom Name:

Select the age range that is served in the classroom:

Classroom schedule:

Full Day (more than 5 hours) Part Day (less than 5 hours)

Number of Children: Number of Staff:

Employees

Please select the staff members that belong to this classroom.

	First Name	Last Name	Employment Start Date	Position Title
<input checked="" type="checkbox"/>	Helena	Bonham-Carter	6/1/2012	Child Care Center Director
<input type="checkbox"/>				

Puede eliminar a un maestro de un aula después de seleccionar el botón “Edit” (Editar) a la derecha de la tabla “Classrooms” (Aulas) desmarcando al personal que ya no trabaje en esa aula. Después puede marcar la casilla junto al personal correcto.

El campo “Number of Staff” (Cantidad de personal) debe coincidir con la cantidad de nombres del personal que seleccione.

Una vez completado este paso, haga clic en “Save” (*guardar*) para volver al Paso 1, o “Add Another” (Agregar otra) para agregar otra aula.

Una vez que haya terminado, volverá al Paso 1: Información del Establecimiento, donde podrá hacer clic en “Next” (Siguiente) para pasar al Paso 2: Información Demográfica del Establecimiento.

Paso 4: Solicitud de Evaluación en el Sitio, Información Demográfica del Establecimiento

MERIT » Applications » Early Achievers Request for On-Site Evaluation

1 Facility Information 2 Facility Demographics 3 On-Site Evaluation 4 Review & Submit

Verify the following facility demographics and make updates as needed.

Facility Demographics

Please indicate which of the following characteristics for each category best describe your program.

Corporate Structure:

What best describes your facility location?

Does your program receive any of the following types of public funding?

Child and Adult Care Food Program Child Care Subsidies Early Head Start ECEAP
 Head Start No Public Funding Other public funds

If Other:

How many children enrolled in your program receive public subsidies to attend your program?

Do any currently enrolled children have an IEP for diagnosed special needs? Yes No

Do any currently enrolled children have an IFSP for diagnosed special needs? Yes No

Primary language spoken in your facility (between provider and children)? If Other:

Secondary language spoken in your facility (between provider and children)? (optional) If Other:

Do you serve special populations? (optional)

Foster Children Homeless Families Migrant Workers Military Families
 Teen Parents Other

If Other:

Is your program currently accredited by a nationally recognized early childhood accrediting body? (optional)

American Montessori Society (AMS) Association Montessori Internationale (AMI) Association of Christian Schools International (ACSI) Montessori School Accreditation Commission (MSAC)
 National Accreditation Commission for Early Care and Education Programs (NAC) National AfterSchool Association (NAA) National Association for Family Child Care (NAFCC) National Association for the Education of Young Children (NAEYC)

Other

If Other:

Back Cancel Next

Solicitud de Evaluación en el Sitio de Early Achievers, Paso 2: Información Demográfica del Establecimiento.

Su información se completará automáticamente a partir de su solicitud de nivel 2 de Early Achievers. Realice las actualizaciones necesarias si alguna de la información ha cambiado.

Si seleccionó “Yes” (Sí) en las preguntas sobre si hay niños inscritos actualmente con IEP o IFSP, se completará una tabla en la que podrá especificar la necesidad especial **diagnosticada**.

Cuando haya terminado de revisar la información demográfica sobre su establecimiento, seleccione “Next” (Siguiendo).

Paso 5: Solicitud de Evaluación en el Sitio, Evaluación del Establecimiento

MERIT » Applications » Early Achievers Request for On-Site Evaluation

1 Facility Information 2 Facility Demographics 3 On-Site Evaluation 4 Review & Submit

← Back Cancel Next →

Program Schedule

Use this section to request an on-site evaluation. Programs should only request an evaluation when they have already been designated a Level 2 and are confident they can meet the minimum thresholds for ERS and CLASS. QRIS staff will use this information to schedule an on-site evaluation.

Applicant Cohort:

Hours of Operation

Monday	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Closed all day Add another time range
Tuesday	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Closed all day Add another time range
Wednesday	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Closed all day Add another time range
Thursday	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Closed all day Add another time range
Friday	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Closed all day Add another time range

Block Out Dates

Block out dates are additional dates a program chooses when a visit may not be conducted. A program may choose up to two block-out dates per month of their application cohort period. QRIS does not conduct on-site evaluations on Saturdays, Sundays, or state holidays. You do not need to block out Saturdays, Sundays, or state holidays.

Please select an Applicant Cohort above

Site Evaluation Information

Is there anything else we should know about your facility prior to conducting the on-site evaluation? (optional)

← Back Cancel Next →

Solicitud de Evaluación en el Sitio de Early Achievers, Paso 3: Evaluación en el Sitio

En esta sección decidirá a qué cohorte desearía incorporarse y reportará el horario de operación de su establecimiento/sitio.

También puede elegir hasta dos fechas “bloqueadas” cada mes en su cohorte. QRIS no lleva a cabo evaluaciones en el sitio los sábados, domingos ni feriados estatales. No es necesario que bloquee los sábados, domingos ni feriados estatales.

La última sección le permitirá listar cualquier información pertinente que desee que sepa el personal de QRIS sobre su establecimiento antes de llevar a cabo la evaluación en el sitio.

Cuando haya terminado, seleccione “Next” (Siguiete).

Paso 6: Solicitud de evaluación en el sitio, Revisión y envío

MERIT » Applications » Early Achievers Request for On-Site Evaluation

1 Facility Information 2 Facility Demographics 3 On-Site Evaluation 4 Review & Submit

← Back Cancel

Review/Edit Data

Contact Information [View/Edit Information](#)

Name of Primary GRI & Contact: Helena Bonham-Carter email: helena@dc.net
 Role within the Program: Child Care Center Director Phone: (509)509-5099

Optional
 Name of Secondary GRI & Contact: email:
 Role within the Program: Phone:

Facility Information [View/Edit Information](#)

Program Schedule
 Full Day (more than 5 hours), Full Year

Children Served
 How many children are you approved to serve (ex. Licensed capacity)? 10
 Ages Served: Infant (0-11 months), Toddler (12-29 months), Pre-School (30 months - 5 years)
 Total number of children from ages 0 through 5 years currently enrolled: 10
 Total number of teaching staff: 1
 Total number of classrooms: 1

Classrooms

Classroom Name	Age Range Served	Number of Children	Number of Teaching Staff	Name(s) of Teaching Staff	Head Start	ECEAP
Mixed Ages	Family Home Environment	10	1	Helena Bonham-Carter	<input type="checkbox"/>	<input type="checkbox"/>

Do the staff members listed above have MERIT accounts?

Facility Demographics [View/Edit Information](#)

Corporate Structure: Private Business (for profit)
 What best describes your facility location? Urban
 Does your program receive any of the following types of public funding? No Public Funding
 How many children enrolled in your program receive need-based financial assistance to attend your program through scholarships, sliding fee scales, or public subsidies? 0
 Do any currently enrolled children have any of the following diagnosed special needs? No
 Primary language spoken in your facility (between provider and children)? English
 Secondary language spoken in your facility (between provider and children)? (optional)
 Do you serve special populations? (optional)
 Is your program currently accredited by a nationally recognized early childhood accrediting body? (optional)

On-Site Evaluation [View/Edit Information](#)

Applicant Cohort: Period 3 July – September. On-Site evaluation occurs in October – December

Hours of Operation:

Monday	8:00 AM - 5:00 PM
Tuesday	8:00 AM - 5:00 PM
Wednesday	8:00 AM - 5:00 PM
Thursday	8:00 AM - 5:00 PM
Friday	8:00 AM - 5:00 PM

Block Out Dates: Oct 31

Is there anything else we should know about your facility prior to conducting the on-site evaluation? (optional)

Applicant Assurances

The information I provided is true and accurate. I authorize the Department of Early Learning (DEL) to enter this information into the Managed Education and Registry Information Tool (MERIT), a secure system owned and operated by DEL. I agree to and understand that:

I understand that my participation in Early Achievers is voluntary.
 I have read, fully understand, and will abide by the Early Achievers Operating Guidelines.

Signature: I, _____, affirm that the information on this application and the supplemental documentation provided are true and correct to the best of my knowledge.

Date:

Submit

← Back Cancel

Solicitud de evaluación en el sitio de Early Achievers, Paso 4: Revisión y envío.

Revise sus respuestas y asegúrese de que la información sea correcta.

Después de revisar su solicitud deberá completar las casillas de verificación del solicitante.

Se le preguntará:

Comprendo que mi participación en Early Achievers es voluntaria.

He leído, comprendo y respetaré completamente los Lineamientos de operación para participantes en Early Achievers.

Como firma, el sistema le solicitará que escriba su nombre y apellido como figuran en MERIT. El sistema completará automáticamente la fecha de hoy.

Luego haga clic en **“Submit” (enviar)**.

Paso 7: Solicitud de Evaluación en el Sitio, Confirmación

MERIT » Facility/Site » Early Achievers Request for On-Site Evaluation

You have successfully submitted a request for on-site evaluation. Your request and application materials will be reviewed by QRIS Staff and you will be contacted by a local representative for an on-site consultation. A copy of your application has been sent to you via email in .pdf format. For instructions on viewing .pdf files, please go to <http://get.adobe.com/reader/?promoid=HRZAC> for details.

Done

Done

Employees Information | Account Management | **Early Achievers**



YOU HAVE REQUESTED AN ON-SITE EVALUATION

Your request for on-site evaluation has been submitted and is currently pending. The Regional Coordinator will review your completed rating readiness tool to determine if your facility will be evaluated at this time. You will receive email notification once a decision has been reached.

Quality Rating Improvement System (QRIS) Applications

Early Achievers Registration Use this application to register for participation in Level 2 of Early Achievers, Washington's voluntary Quality Rating and Improvement System (QRIS). Early Achievers is currently available in the following counties: Adams, Asotin, Chelan, Clark, Columbia, Cowlitz, Garfield, Grant, Jefferson, King, Kitsap, Kittitas, Klickitat, Pend Oreille, Pierce, Skamania, Spokane, Stevens, Washington, Walla Walla, Whitman, Yakima

Early Achievers Application for Level 2 Use this application to complete Level 2 of Early Achievers, Washington's Quality Rating and Improvement System. Links to the required online training modules and online self-assessments are available in this application.

Early Achievers Request for On-Site Evaluation Use this application to apply for an on-site evaluation for Levels 3-5 of Early Achievers.

Ahora verá una pantalla de confirmación con un enlace a instrucciones sobre cómo ver su solicitud enviada. Recibirá un correo electrónico de confirmación con una copia en .pdf de su Solicitud de evaluación en el sitio de Early Achievers.

Sus materiales de solicitud serán revisados por el Coordinador Regional, quién aprobará o denegará su solicitud de evaluación. Recibirá un correo electrónico con la confirmación una vez tomada la decisión.

Puede hacer clic en “Done” (Finalizar) y el sistema lo llevará de regreso a la pestaña Facility/Site Establecimiento/Sitio, pestaña secundaria Early Achievers.

¿Preguntas? Escribanos a QRIS@DEL.WA.GOV