The Life of a Rating

The process of a Colorado Shines L3-5 rating from start to finish

Complete L3-5 application

- Program completes application, enters the rating queue
- Program receives notification of upcoming rating window

One Month Before Observations

- Orientation call with Lead Assessor
  - Confirm classroom names, staff, schedule, survey information, blackout dates, etc.
  - Documentation upload/surveys begin

Observation Month

- Unannounced observation(s) take place and observable indicators collected
- Assessors score classroom(s) and write report(s)
- Mid-point email sent (approx. 1st and 15th of the month):
  - Reminder about rating window, documentation upload status, and survey return rates
- Report(s) edited 3 times and scoresheet(s) audited
- Last calendar day of the month:
  - Documentation and surveys close at 5PM

Month After Rating Window

- Documentation reviewed by 2 assessors
- Final rating determined by ERS and documentation score(s)
- Last business day of the month:
  - Programs are notified that rating results are viewable in the QRIS portal

Accept Quality Rating

Consultation **OPTIONAL**

- Following rating results being released, program has 30 days to request and complete consultation with Lead Assessor and Data Associate
- Highlight program strengths and areas of future quality improvement
- Discuss resubmission and/or appeal process, if necessary
- Option to accept quality rating following the consultation

OPTIONAL Resubmission

- Assessor contacts program
- Documentation portal is reopened and program has 14 calendar days to resubmit
- Documentation portal is closed and documentation is reviewed within 14 calendar days
- Program is informed of final rating via email

Appeal **OPTIONAL**

- Program must submit appeal request and supporting documentation within 10 calendar days of consultation
- Appeals committee meets monthly and members independently review supporting documentation
- Committee reaches a consensus
- Program receives final decision via email

Final Rating

- Rating expires after 3 years
- Option to re-rate 6 months after rating window

COLORADO SHINES
START EARLY
START STRONG
QUALITY EARLY LEARNING