Department of Children & Youth

MIKE DEWINE
GOVERNOR OF OHIO

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SUTQ TIPS AND TRICKS







VISITS AND REGISTRATIONS- 2026/27

- For fiscal year 2026-27 everything will be evaluated as required in the rule. This includes professional development
- Types of registrations:
    - Initials, changes, or specialized (change of owner, expedited, or rating reinstatement)
- Documents are not uploaded for registrations for initial and change registrations
- Specialist MAY pull ERC before SUTQ visit and ask for clarification if needed

STANDARDS- BRONZE AWARD LEVEL

- Learning and Development: Curriculum and Assessment
  - Obtain and implement curriculum aligned with ELDS and the Science of Reading for all infant, toddler, and preschool children
    - From verified list
    - Curriculum materials must be available for lead teachers
    - Activity/lesson plans are required and cover all hours of instructional time (all of the time the group spends with the lead teacher each day, excluding nap or rest time)
    - Activity/lesson plans must support children's development and learning and include experiences from the verified curriculum
    - Don't forget to FULLY implement the curriculum including classroom arrangement, staff child interactions, and all curriculum pieces
  - For school age groups activities are aligned with Ohio K-12 Learning Standards in school age classrooms
    - Not all standards, but the areas that align with the program philosophy and goals

STANDARDS- BRONZE AWARD LEVEL

- Learning and Development: Child Screening
  - Administer comprehensive screening tool within 60 days of enrollment and then annually, share results with families within 30 days
    - Exempt: school age children, children with a CURRENT IEP or IFSP plan
    - Documentation of both is required ONSITE

STANDARDS- BRONZE AWARD LEVEL

- Administration & Leadership: Child/Adult Interactions & Continuous Improvement
  - Complete an annual self-assessment for each group of children
    - Tool is to be developmentally appropriate to age group
    - Entire tool, including scoring pages, must be complete
    - Multiple groups of the same age housed in same space (ex. AM and PM group of same age) with same lead teacher only require one tool to be completed
  - Develop Continuous Improvement Plan annually with two program goals and two action steps
    - Make sure the goals are related to the program and are clear

STANDARDS- BRONZE AWARD LEVEL

- Staff Qualifications & PD: Staff Education & PD
  - Admin meets licensing requirements
  - All admins, leads, and assistants obtain 10 hours of Ohio Approved training annually
    - PD Topics must include two different topics
  - DETAILS- If a group requires two or more CCSM to meet ratio, there must be a designated lead and an assistant teacher present. Co-lead teachers could also be used. If the program operates less than 3.5 hours daily, the lead teacher is to be present the entire time the group is in session. School age programs are to have the lead teacher for 3.5 hours, the complete before school session, or the complete after school session.

STANDARDS- BRONZE AWARD LEVEL

- Family & Community Partnerships: Partnerships & Community Resources
  - Program utilizes a tool that identifies the needs of the whole family within 30 days of enrollment and annually
    - Documentation must be maintained ONSITE
    - Needs to include at least three areas including developmental or educational needs, health needs, and resource needs (food, utility assistance, etc)
    - Include what resources were provided to the family

STANDARDS- SILVER AWARD LEVEL

- Learning and Development: Curriculum and Assessment
  - Complete a comprehensive formal child assessment aligned to the ELDS twice annually
    - From verified list
    - Results are shared with families
    - Documentation of the evidence gathered to complete the formal tool
    - All documentation must be maintained ONSITE

STANDARDS- SILVER AWARD LEVEL

- Learning and Development: Child Screening
  - Refer families whose children had an identified need within 60 days from the date of the completed screening
    - Documentation is required ONSITE

STANDARDS- SILVER AWARD LEVEL

- Administration & Leadership: Child/Adult Interactions & Continuous Improvement
  - OCOT is met
  - Self-assessments are used to determine an area of focus and set a goal for improvement
    - Documentation of area of focus/goal must include teacher's name, group, date completed, name of tool used, goal, action steps, and timeframe
    - Must be done annually
  - Continuous Improvement Plan includes an additional goal and action step based on input from staff and families
    - Documentation of input gathered annually must be ONSITE (surveys, comment boxes, etc)

STANDARDS- SILVER AWARD LEVEL

- Staff Qualifications & PD: Staff Education & PD
  - Admin AA in approved field or CPL 3
  - 25% of lead teachers have AA in approved field, CPL 3, or SA Lead Teacher Endorsement (if SA only group)
  - Admins must have 12 hours of Ohio Approved training annually
    - It is Admins choice of training for the 2 additional hours

STANDARDS- SILVER AWARD LEVEL

- Family & Community Partnerships: Partnerships & Community Resources
  - Program follows up with families with identified needs with referral within 30 days
    - Documentation must be maintained ONSITE

STANDARDS- GOLD AWARD LEVEL

- Learning and Development: Curriculum and Assessment & Child Screening
  - Provide intentional and purposeful activities determined from the child assessments
  - Utilize assessment results to adjust and refine instruction
  - Follow-up with families within 30 days from date of referral to determine if the child's needs are being met for services
    - Documentation of the follow-up process must be ONSITE

STANDARDS- GOLD AWARD LEVEL

- Administration & Leadership: Child/Adult Interactions & Continuous Improvement
  - Continuous Improvement Plan includes an additional goal and action step related to creating, maintaining, or expanding ongoing community partnerships
    - Documentation of one community partnership activity, function, or meeting annually must be ONSITE (surveys, comment boxes, etc)

STANDARDS- GOLD AWARD LEVEL

- Staff Qualifications & PD: Staff Education & PD
  - Admin AA in approved field or CPL 3
  - 50% of lead teachers have AA in approved field, CPL 3, or SA Lead Teacher Endorsement (if SA only group)
  - Admins must have 15 hours of Ohio Approved training annually
    - It is Admins choice of training for the 5 additional hours

STANDARDS- GOLD AWARD LEVEL

- Family & Community Partnerships: Partnerships & Community Resources
  - Program offers two annual education trainings, workshops or events for families
    - Documentation must be maintained ONSITE
  - Program follows up with families on referrals provided within 30 days from the date of referral to determine if needs are being met
    - Documentation must be maintained ONSITE

STANDARDS- GOLD AWARD LEVEL

Staff/Child Ratios

Staff/Child Ratios	
Age	**Requirement for Gold Rating**
Infants	Birth to 12 months 2:10 (Group Size only) 12 to 18 months 1:5 or 2:10
Toddlers	19 to 30 months 1:6 or 2:12 and 30 to 36 months 1:7 or 2:14
Preschool	36 months to < 48 months 1:11 or 2:22 and 48 months to < school age 1:13 or 2:26
School Age	Kindergarten to age 14 years 1:17 or 2:34

- Must maintain these ratios in 40%of the classrooms to meet this requirements

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MOST COMMON REASON FOR A DEFERRALS?

- Program not IMPLEMENTING curriculum as required, but are attempting to implement curriculum
- Not having a screening tool completed, an assessment completed, or a family needs survey completed for ALL children as required
- All staff not completing professional development, either hours OR topics
- All staff not having a current Ohio Professional Registry (roles, hours, or staff)
- Not completing IN FULL a self-assessment for each group annually

MOST COMMON REASONS FOR A ZERO RATING?

- Not completing the assigned deferral, including documents if required
  - Deferral items are submitted through OCLQS
- Not choosing a curriculum or assessment from the approved list
- No attempt at implementing curriculum
- Program not passing the OCOT
- Not attempting to do a Continuous Improvement Plan, a self-assessment for every group, a screening for necessary children, or a family needs assessment ANNUALLY

Questions?

THANK YOU!

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