**Participation Process**

**Step 1: Application & Readiness**
- Create your Organization Profile in the Aspire Registry and instruct your staff to join Aspire
- Add classroom and employment info to your Aspire Organization Profile
- Submit an intent-to-apply form at qualitystarsny.org or attend a recruitment session
- Submit the QUALITYstarsNY application

**Step 2: Selection & Orientation**
- Your program is selected to participate in QUALITYstarsNY
- Your program is paired with a Quality Improvement Specialist (QI Specialist)
- Meet with your QI Specialist for an Orientation Session
- Sign and upload QUALITYstarsNY Participant Agreement

**Step 3: Standards Inventory**
Partner with your QI Specialist over 6 weeks to:
- Review the QUALITYstarsNY Program Standards and identify which Standards your program meets
- Gather and upload evidence for your Standards Inventory
- Submit your Standards Inventory

**Step 4: Provisional Rating**
- Rating team reviews your Standards Inventory and issues Provisional Rating
- 3-5 Star Provisional Rating: ERS assessment will be conducted by independent observation team
- 1-2 Star Provisional Rating: will become Active Rating

**Step 5: Active Rating**
- Your program is issued your 1-5 Star Active Rating, which is effective for 3 years

**Step 6: Quality Improvement Plan**
- Partner with your QI Specialist to create quality improvement goals and action items for your program’s Quality Improvement Plan (QIP)

**Step 7: Continuous Quality Improvement**
- Meet regularly with your QI Specialist to work toward your QIP goals
- Access resources, trainings, and materials to improve your program!