

# Participation Agreement

Name of child care program \_\_\_\_\_

As a participant in the Parent Aware Rating Tool, I will:

- Provide accurate information to observers and Parent Aware staff
- Accept the rating I receive unless I request a recalculation
- Protect the privacy of the families in my care during the rating process
- Allow the Parent Aware staff to verify information that I have provided by taking the following minimum steps:
  - Visiting my program
  - Obtaining licensing information
  - Contacting accrediting organizations and other institutions issuing certificates or credentials.

As a participant in Parent Aware, I understand that:

- My program will be reviewed annually in order to maintain my rating
- This process involves observers coming into the child care program for several hours while children and staff are present
- I will be asked to participate in Parent Aware evaluation activities
- Parent Aware rating scores will be available to parents and the general public as of January 1, 2008
- Data collected for Parent Aware is public data under the Data Practices Act; it will be provided upon request
- I must contact the Parent Aware program within 30 calendar days of receiving a rating to request a re-calculation if I believe my rating was miscalculated
- I must contact the Parent Aware program if my program experiences any of the following conditions that warrant a review of my program before my rating expires:
  - Director turnover
  - 50 percent staff turnover of teachers of children ages 0 – 5 years
  - Negative licensing action, maltreatment determination or license changed to conditional status
- I do not have the option of withdrawing a rating if I am displeased with it, nor do I have the option of posting a rebuttal
- Individuals who knowingly given false or fraudulent information during the Parent Aware Rating process will not be allowed to continue participating and will be reported to the appropriate authorities.

As a participant in Parent Aware, I certify that:

- My child care program is licensed by the Minnesota Department of Human Services
- I have attended a Parent Aware orientation session, and have received information about what participation in the Parent Aware Rating Tool process entails.

\_\_\_\_\_  
Name of director/owner (please print; this is the person legally authorized to sign on behalf of the child care/educational program)

\_\_\_\_\_  
Date

When do you expect to be ready to begin the Parent Aware process? Month: \_\_\_\_\_ Year: \_\_\_\_\_

- Full rating
- Provisional rating
- 4-star accredited rating

Please complete this form in the next 10 days and return it to Jennifer LaMotte by fax: 651-290-9785, or by mail: 380 Lafayette Road, Suite 103, St. Paul, MN 55107.

