

Professional Development and Staff Qualifications Grid

Name of Facility: _____ MPI # on Certificate of Compliance: _____ County: _____

STAR 2 Staff Qualification Standards SQ.2.1, SQ.2.2, SQ.2.3, SQ.3.4.1, SQ.3.4.2

Employee Name	Date of Hire	Position Title*	Part or Full Time	Current Education Level Enrolled In (E) or Attained (A) Date SQ.3.4.2			Leadership Enrolled in (E) Or Attained (A) Director Credential Date SQ.3.4.2	PDR Within 60 Days of hire SQ.2.2 Yes or No	Annual Prof Development Plan Expiration SQ.2.3 SQ.3.4.1	Orientation Within 90 days of Hire SQ.2.1	
				CDA/CCP	AA	BA/BS				Part 1 Completion Date	Part 2 Completion Date
<i>Example: Jane Doe</i>	<i>1/1/04</i>	<i>T</i>	<i>FT</i>	<i>A 2002</i>	<i>E 2003</i>		n/a	yes	1/1/2017	2/1/04	3/1/04
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

* Position Titles: D = Director/FCC Provider; T = Teacher/Group Supervisor; AT = Assistant Teacher/Assistant Group Supervisor; A = Aide.

Name of Facility:

MPI # on Certificate of Compliance:

County:

STAR 3 and 4 Professional Development SQ.3.4.3 – SQ.3.4.9

Instructions: Place the same employee in line #1 as you placed on the first page of this form. Where the staff has completed an item on the grid, please indicate the item is complete by filling in the date in the box. Make copies of this form for additional staff. If not applicable, indicate with a N/A.

Employee Name	List Date(s) of completed Professional Development							
	SQ.3.4.3 Language Dev	SQ.3.4.4 Social and Emotional Development	SQ.3.4.5 Positive Interactions	SQ.3.4.6 Curriculum	SQ.3.4.7 Developmental Screening	SQ.3.4.8 Assessment	SQ.3.4.9 Inclusion	SQ.3.8.10 Diversity
Example: Jane Doe	2/15/12	6/25/12	3/1/12	2/5/12	4/25/12	5/15/12	5/15/12	5/15/12
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Name of Facility: _____ MPI # on Certificate of Compliance: _____ County: _____

STAR 3 and 4 Professional Development Non Instructional Staff SQ.3.4.10

	Employee Name	List Date of completed Professional Development						
		DAP	Diversity	Age Appropriate Standards	Adult Child Interactions			
	Example: Jane Doe	2/15/12	6/25/12	3/1/12	2/5/12			
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								