

ERIS Rating Indicator Guidelines

Staff-Child Ratio and Group Size

SCR 01.01:

1. Full Compliance: Staff-Child ratios do not exceed the standard requirements.
2. Substantial Compliance: Ratios are met at all times for children ages two and under. Other Staff-Child ratios vary slightly from the specified ratio without a concern of child care endangerment; practice could be strengthened in some minor way.
3. Partial Compliance: Staff-Child ratios for infants being cared for are slightly larger than specified; or older children have Staff/Child ratios that are exceeded by more than four children.
4. Non-Compliance: The program is seriously out of compliance with Staff-Child ratios. e.g., ratio for infants is exceeded by more than three, or ratio for older children is exceeded by five or more children larger than specified.

SCR 01.02:

1. Full Compliance: Group size did not exceed the standard requirements.
2. Substantial Compliance: Group size may vary slightly from the specified standard, but the intent of graduated, age adjusted group size is fulfilled.
3. Partial Compliance: Infants are being cared for in groups slightly larger than specified; or older children are cared for in groups of three to five children larger than specified.
4. Non-Compliance: The program has not organized groups according to age; and/or exceeds group standards by more than three for infants and by more than six for older children.

Background Check and Child Abuse Prevention

BAC 02.01-BAC 02.03:

1. Full Compliance: Files contain all documents that meet the standard requirements.
2. Substantial Compliance: The program generally complies with the standard, but practice or procedure could be strengthened in some minor way, e.g., the organization pursues background information, but occasionally allows staff to have interaction in a group setting with children before verification is received, or a few files indicate that five year follow-up background checks have not been conducted.
3. Partial Compliance: Practice allows most staff to interact with children on a regular basis before verification results are received; program conducts background checks on some but not all staff.
4. Non- Compliance: Program does not conduct background checks on all of the required sources listed in the standard, or practice is wholly inadequate in some substantial area.

BAC 02.04 and BAC 02.05a:

1. Full Compliance: All employees are trained annually on all elements of the standard.
2. Substantial Compliance: All employees are trained on all elements of the standard but there is a delay in having employees re-trained annually, or some items are not fully or consistently covered.
3. Partial Compliance: Practice requires significant improvement, e.g., some employees do not receive annual training, or all items are not addressed.
4. Non-Compliance: The program does not provide training that meets the standard; or it is so informal or infrequent that it fails to consistently meet the standard.

BAC 02.05.b.-BAC 02.08:

1. Full Compliance: All elements of the standards are met.
2. Substantial Compliance: The program generally complies with the standard, but practice could be strengthened in some minor way, e.g., hotline number is posted in an obscure area, or sign-in log for visitors was not fully completed in a number of sign-in logs.
3. Partial Compliance: Practice requires significant improvement, e.g., hotline number is not posted, or practice indicates that visitors only sign-in on a sporadic basis.
4. Non-Compliance: The program does not meet the standard, or practice is frequently not followed or is non-existent.

Director Requirements

DIR 03.01:

1. Full Compliance: Qualifications for the director position includes those specified in the standard and the person currently occupying the position meets all criteria.
2. Substantial Compliance: The director has an undergraduate degree in an appropriate field, but has limited experience in early child care and education.
3. Partial Compliance: The director has an associate degree in a related field, but has no post graduate experience; or there is no confirmation of education/experience in personnel file.
4. Non- Compliance: The director does not meet the educational and experience requirements for the position.

Teaching Staff Requirements

TEA 04.01-04.02:

1. Full Compliance: Qualifications of staff includes those specified in the standard and the person currently occupying the position meets all criteria.
2. Substantial Compliance: All caregiver staff is at least 18 years old, and 90% of staff meet the educational requirements.
3. Partial Compliance: A few caregiver staff are not 18 years old or 20% of staff do not meet the educational requirements.
4. Non-Compliance: A pattern of not meeting the standard is apparent.

Training Requirements

TRG 05.01.a-05.01.f:

1. Full Compliance: The director has received training that comprehensively covers all elements of the standard.
2. Substantial Compliance: The director receives training in all but one area, but interview with director demonstrates competence in all elements of the standard.
3. Partial Compliance: The training file shows two or more training elements not listed, or covered in a cursory fashion.
4. Non-Compliance: The director has not received training in elements of the standard; or coverage is so informal or infrequent that it fails to consistently meet the standard.

TRG 5.02:

1. Full Compliance: Director has received training on all elements of the standard.
2. Substantial Compliance: Practice could be improved in some minor way: e.g., director has received training on all elements of the standard, but topics for staff development and/or working with parents is not fully covered.
3. Partial Compliance: Practice requires significant improvement, e.g., financial management or facility management is not covered, or coverage is somewhat cursory and informal.
4. Non-Compliance: Director does not receive formal training on elements required in the standard.

TRG 05.03-05.04.d:

1. Full Compliance: Orientation is provided for all staff and all elements of the standard are fully covered.
2. Substantial Compliance: Occasionally, staff has not received orientation that fully covers all elements of the standards, or there is a delay between initial employment and orientation.
3. Partial Compliance: Orientation is limited in scope, and one or more of the elements is routinely ignored.

4. Non-Compliance: Many staff have not received orientation covering all elements; or no effort to promptly orient staff is made.

TRG 05.05-TRG 05.06.e:

1. Full Compliance: Program documents that all staff receive 24 hours of training annually and covers all elements listed in the standards and all of the suggested topics for health and safety.
2. Substantial Compliance: Training could be improved in some minor way; e.g., staff receives 24 hours of training annually and covers all elements in the standards, but training curriculum does not indicate that training of suggested topics of health and safety is fully covered.
3. Partial Compliance: Training documentation indicates that some staff does not receive 24 hours of training annually, or two elements of the standards are not included.
4. Non-Compliance: The program does not have a formalized annual training program and training is inconsistent and/or not fully developed.

TRG 05.07:

1. Full Compliance: At least 10% of staff has CDA credentials or an Associate or a Bachelor's degree and there is a plan to increase the number of staff to 25% within the next 18 months.
2. Substantial Compliance: 10% of staff has CDA credentials or an Associate or a Bachelor's degree, but the plan to increase credentialed staff projects slightly less than 25% within 18 months.
3. Partial Compliance: Program requires significant improvement, e.g., less than 10% of staff has CDA credentials or an Associate or a Bachelor's degree, or the plan to increase credentialed staff is cursory or poorly documented.
4. Non-Compliance: Less than 7% of staff has CDA credentials or an Associates or a Bachelor's degree and/or no opportunities to pursue professional development are available for staff.

Immunizations

IMM 06.01:

1. Full Compliance: All children's records contain documentation of current age-appropriate immunizations, or a letter of exception on file accompanied with a statement of medical or religious exception.
2. Substantial Compliance: Children's health records contain documentation of immunizations, but occasionally immunizations are not current or up-to-date.
3. Partial Compliance: Practice requires significant improvement: e.g., children's health records frequently lack documentation of current or up-to-date immunizations.
4. Non-Compliance: Health records are not present for several children and records contain no letter of exception.

IMM 06.02:

1. Full Compliance: Staff files include documentation of physical examinations, or a statement of health and a TB screening.
2. Substantial Compliance: Two or less staff files contain no documentation of physical exams or a statement of health, but steps have been taken to strengthen practice.
3. Partial Compliance: Practice requires significant improvement; e.g., Staff files routinely do not contain documentation of physical exams and/or health statements.
4. Non-Compliance: TB screening is not required or health records are cursory and incomplete.

IMM 06.03:

1. Full Compliance: Program limits access to authorized personnel only on a need-to-know basis and maintains paper records in a secure location.
2. Substantial Compliance: The program allows access to authorized persons under certain conditions, but lacks clear written operational procedures to ensure clarity.
3. Partial Compliance: Program has informal procedures for accessing records and has some deficiencies with record security, e.g., records are locked, but are kept in an accessible or high-traffic area.
4. Non-Compliance: There are no limits on access to records and security is inadequate or so poorly monitored that records are occasionally misplaced or hard to locate.

Supervision and Guidance

SUP 07.01.a:

1. Full Compliance: Children are supervised at all times, including nap times and no child is left alone or unsupervised.
2. Substantial Compliance: The program generally complies with the standard, but written policies or practices could be strengthened in some minor way, e.g., occasionally a child is unaccompanied to the restroom, or written procedures are not clear and/or fully developed.
3. Partial Compliance: Inadequate planning results in the inability to provide the required supervision or care during nap time or to accompany children, when necessary.
4. Non-Compliance: The program does not comply with the standard, e.g., supervision is grossly inadequate during nap time or when children need special supervision, or, policies and practices are not fully developed.

SUP 07.01.b:

1. Full Compliance: Child-Staff ratios are met during all hours of operation, including field trips.
2. Substantial Compliance: Child-Staff ratios are met at all times for children under age two, and for all ages on field trips; occasionally ratios vary slightly but safety of the children is not compromised.

3. Partial Compliance: Child-Staff ratios for infants is slightly larger than specified; or child-staff ratios are slightly larger than standard on field trips.
4. Non-Compliance: The program is seriously out of compliance with child-staff ratios; safety of the children is compromised.

SUP 07.01.c and 07.01.d:

1. Full Compliance: Children are released only to persons listed on the child's registration form or for whom the parents have provided written authorization; parents always complete sign-in and sign-out sheets.
2. Substantial Compliance: The program generally complies with the standard, but practice could be strengthened in some minor way, e.g., parents occasionally forget to complete sign-in or sign-out sheet.
3. Partial compliance: Practice requires significant improvement, e.g., written policies or practices are not fully developed or sign-in and sign-out sheets are maintained in a cursory or sporadic manner.
4. Non-Compliance: There are no written policies or practices, or written authorizations for release are not found in children's file.

SUP 07.02 and SUP 07.03:

1. Full Compliance: Staff demonstrates positive behavior approaches at all times; negative methods of guiding children are not tolerated.
2. Substantial Compliance: Occasionally staff is less effective or sensitive than desirable, but the program has taken steps to strengthen practice.
3. Partial Compliance: Program's policies and/or practices do not prohibit all of the listed methods of discipline, or, staff frequently uses negative communication with children and the program has not taken action steps to strengthen practice.
4. Non-Compliance: The program makes little or no effort to ensure that only positive methods of communication or behavior control are used; or, children are not always treated respectfully or fairly.

SUP 07.04:

1. Full Compliance: Each child is assigned a primary caregiver.
2. Substantial Compliance: Occasionally a child is not assigned a primary caregiver due to staff changes.
3. Partial Compliance: In a significant percentage of cases, the program does not meet the standard, or only meets the standards for children ages birth to two years old.
4. Non-Compliance: The program does not have written policies and practices and frequently does not assign a primary caregiver to each child.

Evacuation Procedures

EVA 08.01-08.02:

1. Full Compliance: The program has a comprehensive written evacuation plan for fire, flood and other components included in the standards; the plan includes evacuation procedures, procedures for staff training, and addresses the special needs of evacuating children under the age of two.
2. Substantial Compliance: The program has a written plan which addresses the components of the standard, but with minor deficiencies such as a need for more explicit or detailed procedures or more frequent or formal training of staff.
3. Partial Compliance: The program's written plan is general and fails to address specific procedures, e.g., medical emergencies, or needs of children under two.
4. Non-Compliance: The plan is inadequate in several areas and/or staff is not trained in a formal or regular process.

EVA 08.03:

1. Full Compliance: The program has clear written procedures in place to check the evacuation and return of the children in attendance during an evacuation drill or event.
2. Substantial Compliance: The program has written procedures for the standard, but practice could be improved in some minor way; e.g., a need for more detailed procedures.
3. Partial Compliance: Procedures are cursory and fail to address specifics in the standard; e.g., evacuation return procedures are not mentioned.
4. Non-Compliance: The plan does not address the elements of the standard.

EVA 08.04-EVA 08.07:

1. Full Compliance: There is an operational automatic Fire Detection and Alarm System, and fire and emergency evacuation drill procedures that are in place meet the requirements of the standards; system has been approved by the fire inspector.
2. Substantial Compliance: There is an automatic Fire Detection and Alarm System but practice could be improved in some minor way; e.g., fire drill log indicates that fire drills did not meet the monthly criteria on rare occasions.
3. Partial Compliance: Fire Detection and Alarm System has not been approved by a fire inspector, or fire extinguisher has expired.
4. Non-Compliance: The program does not have a Fire Detection and Alarm System or, fire and emergency evacuation procedures are grossly inadequate.

Hand Washing and Diapering

HWD 09.01-HWD 09.02:

1. Full Compliance: Written handwashing policies and practice are in place and toilet and sinks are easily accessible where use can be supervised.
2. Substantial Compliance: Written handwashing policies and practice are in place, but are not followed on rare occasions. The program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant improvement; e.g., handwashing practices are not always followed before mealtime or sinks were not accessible for small children.
4. Non-Compliance: The program consistently does not comply with the standard.

HWD 09.03-HWD 09.08:

1. Full Compliance: Program has written policies and practices that address all requirements of the standards.
2. Substantial Compliance: Program has written policies that address the requirements of the standards, but practice could be improved in some minor way; e.g., diapers are occasionally changed in cribs but program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant improvement: e.g., changing areas are frequently used to attend to other child needs, or one changing table is without railings. No attempts have been made to strengthen practice.
4. Non-Compliance: The program consistently does not meet one of the standards.

Medication and Health

MED 10.01:

1. Full Compliance: Written parental permission is obtained and kept on file with instructions from a physician if medication is administered.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., occasionally physician's instructions are not in record for medication but program has taken steps to strengthen practice.
3. Partial Compliance: Policies and practices are written but these are not followed consistently by all staff.
4. Non-Compliance: The program has no written policies or practices that address the standard, or records lack written permissions and/or physician's instructions in a significant number of records.

MED 10.02-MED 10.04:

1. Full Compliance: The program has established policies and practices for medication administration and storage/labeling which include all requirements of the standards. There is evidence that staff is comprehensively trained and fully comply.
2. Substantial Compliance: The program has medication policies and practices which incorporate all elements of the standards but practice could be improved in some minor way; e.g. staff training was updated but offered slightly longer than annually, or medication errors were minor and steps were taken to improve practice.
3. Partial Compliance: The organization has medication policies and practices, but these are not followed consistently by all staff; e.g., screening of out-of date medication does not occur promptly, or inconsistency in labeling needs improvement.
4. Non-Compliance: The organization has few if any medication policies and practices; e.g., specific staff is not designated to administer the medicine, or records of medication administration is sporadic and inconsistent.

MED 10.05-MED 10.07:

1. Full Compliance: Program has written policies and practices that address all elements of the standards.
2. Substantial Compliance: Program has written policies and practices that address all of the elements of the standards but practice could be improved in some minor way; e.g., what constitutes an ill child could be more clearly defined; the program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant improvement; e.g., procedure for identifying children with allergies is not always followed and staff training on precautions is cursory or inconsistent.
4. Non-Compliance: Program does not have adequate policies and practices that cover all of the elements of the standard, or one or more of the elements are not followed at all.

MED 10.08-MED 10.09:

1. Full Compliance: The program has and maintains first aid kits and always takes at least one kit on all off-site outings.
2. Substantial Compliance: Practice could be improved in some minor way; the program has taken steps to strengthen practice.
3. Partial Compliance: Program does not consistently maintain or replace items in first aid kits, or occasionally staff neglect to take kit on outing.
4. Non-Compliance: First aid kits are inadequate or not routinely carried on outings.

MED 10.10-MED 10.13:

1. Full Compliance: The program prepares nutritious meals and snacks that meet all the elements of the standards.
2. Substantial Compliance: Practice could be strengthened in some minor way, but the program has taken steps to strengthen practice.

3. Partial Compliance: Frequently handwashing practices were not adhered to, or kitchen areas were not clean.
4. Non-Compliance: The food program did not follow USDA CACFP guidelines.

Emergency Plan and Contact Information

EMG 11.01.a-11.01.e:

1. Full Compliance: There is a written plan for reporting and managing any serious incident including all incidents listed in the standards.
2. Substantial Compliance: Written plan for reporting and managing serious incidents is present but practice could be improved in some minor way; e.g., a need for more detailed procedures for two or less elements of the standards.
3. Partial Compliance: Plan/procedures do not address one of the elements listed in the standard.
4. Non-Compliance: Plan/procedures do not address two or more elements in the standard, or procedures have not been followed in a timely and/or efficient manner.

Outdoor Play Area

OUT 12.01-12.06:

1. Full Compliance: Program provides a safe and healthy playground environment that fully addresses all elements of each standard.
2. Substantial Compliance: Practice could be improved in some minor way; the program has taken steps to make improvements.
3. Partial Compliance: Standard is not fully addressed; the program has not taken steps to strengthen the practice.
4. Non-Compliance: Standard is not met in some significant manner.

Hazardous Materials and General Safety

HAZ 13.01.a-HAZ 13.01.b:

1. Full Compliance: All chemicals and potentially dangerous products are stored in original, labeled containers in locked cabinets; lawn care treatments are limited and not used when children are present.
2. Substantial Compliance: The program has procedures and a monitoring system that covers the elements of the standard, however, minor and/or occasional exceptions have been documented but program has taken steps to strengthen the practice.
3. Partial Compliance: Practice requires significant improvement; e.g., monitoring is not sufficiently thorough to assure the safety of the environment for children.
4. Non-Compliance: Practices are inadequate or poorly maintained; e.g., lawn care treatments are occasionally applied when children are present, or cabinets for dangerous products are not always locked.

HAZ 13.02.a-HAZ 13.02.b:

1. Full Compliance: The poison control center phone number is posted by each telephone and poisonous or potentially harmful plants are inaccessible to children.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., Poison control center phone number is not posted by one telephone.
3. Partial Compliance: Poison and control phone number is not posted by two or more telephones, or poisonous or potentially harmful plants are in areas that could be accessible to children.
4. Non-Compliance: Program has not obtained information regarding poisonous or potentially harmful plants, and/or poison control center phone number is not posted.

HAZ 13.03.a-HAZ 13.04.a:

1. Full Compliance: Program has policies and practices that address all elements of the standard.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., occasionally soft surfaced objects are discovered in cribs, or occasionally toys are not made of cleanable materials, but program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant practice; e.g., occasionally infants are found sleeping on their stomachs, or soft surfaces are frequently found in cribs, and/or attention is lacking in assuring that toys/art supplies are made of safe, non-toxic, durable and cleanable materials.
4. Non-Compliance: Practice is inadequate or poorly implemented so that the recommended safe environment is not maintained.

HAZ 13.04.b-13.06:

1. Full Compliance: Program provides a safe environment that fully addresses all elements of the standard.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., occasionally an unsafe door hinge or uncovered hallway electric outlet is discovered, but program implemented immediate steps to correct the problem.

3. Partial Compliance: Unsafe hardware and/or fixtures were observed and program had no plans for steps to strengthen the practice.
4. Non-Compliance: Program could not provide complete documentation for dangerous substance inspections in accordance with state requirements or children are sometimes exposed to a body of water.

HAZ 13.07:

1. Full Compliance: Program has a clearly written policy that smoking is not allowed on the premises.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., smoking is allowed for staff in an area that is inaccessible to children but program has taken steps to strengthen practice.
3. Partial Compliance: Smoking is prohibited in the building but staff is allowed to smoke in a designated area outside in or near the playground area; no steps are planned to change practice.
4. Non-Compliance: Smoking is allowed on premises in areas where children may be present.

HAZ 13.08:

1. Full Compliance: Program maintains adequate accident and liability insurance coverage for all children and adults.
2. Substantial Compliance: Program maintains adequate insurance coverage but practice could be improved in some minor way; e.g., Program has expanded slightly, but possible need of additional coverage has not been reviewed.
3. Partial Compliance: Coverage requires significant improvement; e.g., coverage has not been expanded since program increased substantially.
4. Non-Compliance: Coverage in one area of the standard is lacking or grossly inadequate.

HAZ 13.09:

1. Full Compliance: Program has fully implemented written policies/practices that address all areas of the standard.
2. Substantial Compliance: Practice could be improved in some minor way; e.g., written permission by parents to transport cannot be located in two records or less. Program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant improvement; e.g., there is a lack of car seats resulting in age-inappropriate car seats being used, or written permission by parents to transport cannot be located in more than two records.
4. Non-Compliance: Little regard is evidenced for passenger safety or documentation of vehicle insurance was not present or was inadequate.

HAZ 13.10.a-HAZ 13.10.b:

1. Full Compliance: The program maintains animals in a sanitary and safe manner and notifies parents of the presence of animals.
2. Substantial Compliance: Practice could be improved in some minor way: e.g. Copies of letters sent to parents could not be located in a few records.
3. Partial Compliance: Parents are not notified of the presence of animals.
4. Non-Compliance: Proper safety precautions are not in place when animals are present in the facility.

Parent Involvement

PAR 14.01-14.02.e:

1. Full Compliance: The program has clear and comprehensive policies and practices that cover all of the elements of the standards.
2. Substantial Compliance: Practice could be strengthened in some minor way; e.g., policies/practices of the standard need more detail.
3. Partial Compliance: Written policy/practices are present, but practice is sporadic or inadequate.
4. Non-Compliance: Standard policies/procedures are not present for the standard or practices are not followed.

PAR 14.03-14.06:

1. Full Compliance: Program ensures that parents are regarded as active participants and partners by addressing the standards in a comprehensive manner.
2. Substantial Compliance: Practice could be improved in some minor way; the program has taken steps to strengthen practice.
3. Partial Compliance: Practice requires significant improvement; e.g., orientation visit is available, but not offered to parents, opportunities for parents are available upon request, but not encouraged or promoted.
4. Non-Compliance: Program does not consider parents as active participants and partners.

Relationship Building and Interaction

RBI 15.01-15.13:

1. Full Compliance: Staff provides a positive, respectful and responsive environment that provides all children with equal opportunities to enhance the child's educational and social growth.
2. Substantial Compliance: Occasionally staff is less responsive, available, or effective as desirable, but program has taken steps to strengthen practice.

3. Partial Compliance: Practice requires significant improvement; e.g., staff interaction with children is observed to be disrespectful, and/or negative approaches are frequently used. Children are not always treated with equal consideration.
4. Non-Compliance: Program makes little attempt to provide a positive, respectful, and/or fair environment for children in care.

RBI 15.15.a-15.15.g:

1. Full Compliance: Staff provides a thorough and comprehensive variety of developmentally appropriate activities and materials that promote, develop, and encourage the children's educational and social growth.
2. Substantial Compliance: Practice could be improved in some minor way: e.g., occasionally staff is less encouraging of group interaction, or materials or opportunities for activities that provide choice could be enhanced.
3. Partial Compliance: Practice requires significant improvement; e.g., program offers limited opportunities for the children's educational and social growth.
4. Non-Compliance: Interaction between staff and children is poor; staff communication with children does not foster encouragement or provide sufficient opportunities for children to enhance social and educational growth.

Developmentally Appropriate Environment and Materials

DEV 16.01-DEV 16.06:

1. Full Compliance: Program is housed, equipped, and maintained in a manner which reflects the program's positive regard for the children it serves. Requirements of each standard are met in a full and comprehensive manner.
2. Substantial Compliance: Program has adequate physical facilities, but could be improved in some minor way, e.g., classroom space is somewhat limited for children activities, or homelike environment could be improved.
3. Partial Compliance: Some areas do not conform to accepted concepts of comfort and dignity, or space is so limited that significant improvement is required.
4. Non-Compliance: The facility is inadequate; e.g., there are little or no attempts to meet the standard.

DEV 16.07.a-DEV 16.07.e:

1. Full Compliance: Program provides a variety of age-appropriate materials and equipment that are developmentally appropriate for age of children in each of the standards.
2. Substantial Compliance: Practice could be improved in some minor way; e.g., materials and/or equipment are adequate, but options could be increased, or, the variety of equipment/materials could be enhanced. Program has taken steps to strengthen capacity.

3. Partial Compliance: Program's materials and equipment is not sufficient or adequate to promote social, educational, and/or developmental growth.
4. Non-Compliance: Program's materials are not developmentally appropriate for children in a specific age group, or materials and/or equipment is not sufficient to maintain delivery of required quality services.