**Texas Rising Star Provider Certification Guidelines © 2019 Texas Workforce Commission**

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**Screening Form**

**Licensed Child Care Centers**

<table>
<thead>
<tr>
<th>Provider Name: ____________________________</th>
<th>Address: ____________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director Name: ____________________________</td>
<td>License #: __________________________</td>
</tr>
</tbody>
</table>

### Initial Applicants (Sections 1a—5)

1a. Applicant has CCL licensing history for the 12-month period prior to the date of application? ☐ Yes ☐ No  
   Date of Application: ________  
   **Stop process if “No”**

2a. On Corrective or Adverse Action with CCL? ☐ Yes ☐ No  
   On Corrective Action with Board? ☐ Yes ☐ No  
   On Notice of Freeze With TWC? ☐ Yes ☐ No  
   **Stop process if “Yes”**

3a. **Stop process if the applicant has received any of the following CCL Deficiencies listed below.**

### CRITICAL DEFICIENCIES:

<table>
<thead>
<tr>
<th>Check Yes or No</th>
<th>745.641</th>
<th>745.655</th>
<th>746.201(9)</th>
<th>746.1201(4)</th>
<th>746.1201(5)</th>
<th>746.1311(a)</th>
<th>746.1315</th>
<th>746.2805</th>
<th>746.3805(a)</th>
<th>746.3805(b)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☐ No</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☐ Yes</td>
<td>☐ No</td>
</tr>
</tbody>
</table>

4a1. Number of High and Medium-High Deficiencies – Review 12-month licensing history.  
   **Stop process if applicant was cited for five or more deficiencies in High and Medium-High standards listed below.**

#### HIGH AND MEDIUM-HIGH RISK DEFICIENCIES:  
Number cited:

- 745.621 Background Checks Requirement  
- 746.1003 Director Responsibilities  
- 746.1201(1) Responsibilities of Employees and Caregivers – Demonstrate Competency, Good Judgment, Self-Control  
- 746.1203(4) Responsibilities of Caregivers – Supervision of Children  
- 746.1203(5) Responsibilities of Caregivers – Children in Control  
- 746.1305 Pre-Service Training Requirement  
- 746.1309(a) Documented Annual Training – 24 Hours Required  
- 746.1309(d) Annual Training for Caregivers of Children Under 24 Months  

4a2. **Number of Deficiencies – Review 12-month licensing history.**  
   **Stop process if initial applicant has 10 or more total CCL deficiencies (any deficiency).**

4b1. **Number of High and Medium-High Deficiencies – Review 12-month licensing history.**  
   **Provider who was cited for five or more High and Medium-High deficiencies loses a star level (2-Star loses TRS certification).**

4b2. **Number of Deficiencies – Review 12-month licensing history.**  
   **Provider who has 10 to 14 total CCL deficiencies (any deficiency) is placed on a 6-month Probation. If recited for same deficiencies within 6 months, the provider loses a star level. If new deficiencies during probation do not exceed 14, a new 6-month Probation is established.**

4b3. **Provider who receives 15 total deficiencies (any deficiency) or is on TRS Probation for more than 12 consecutive months, provider loses their certification.**

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5. **Is Applicant/Provider Eligible to Continue Certification Process?** ☐ Yes ☐ No  
   **Staff Signature ________ Date ________**