



## Eligibility Requirements

Programs must meet the following eligibility requirements in order to participate in Bright & Early ND.

**Licensed by the North Dakota Department of Human Services, for at least 6 months, and serves children between the ages of birth to five.**

- If a Bright & Early ND Quality Rated program's license is denied or revoked, the program's Bright & Early ND Quality Rating is revoked.
- If a Bright & Early ND Quality Rated program's license is provisional or restricted the program may be required to provide additional information through a Reflective Action Plan. This information will be evaluated by Bright & Early ND to ensure that it is not related to a high-level licensing violation.

**License is in good standing. Bright & Early ND will review of the program's license history.**

- Programs applying for Step 1 Quality Rating:
  - Programs applying to be Bright & Early ND Step 1 Quality Rated will have their license history reviewed upon request from the Bright & Early ND Rater. If the program has had any high-level licensing violations (see list below) within the last 6 months they will not be eligible to participate in Bright & Early ND.

Programs are eligible to re-apply for Bright & Early ND once their license has been in good standing (has not received a high-level licensing violation) for a continuous 6-month period.

- Programs that have a current Step 1, Step 2, Step 3, Step 4, Alternate Step 4 Quality Rating:
  - Bright & Early ND may revoke a program's Quality Rating when the program is cited for any of the following licensing violations:
    - Unsafe infant sleep practices
    - Inappropriate/unsafe infant care practices
    - Inappropriate discipline used
    - Putting children in imminent danger
    - Unsanitary environment
    - Multiple and/or serious fire, health, or safety hazards present
    - Unsafe supervision
    - Staff/child ratio is out of compliance
  - If the program wishes to continue being recognized as Quality Rated they will be required to complete a Reflective Action Plan. The program will have 10 days to complete and submit the Reflective Action Plan for review.

Once Bright & Early ND receives the completed Reflective Action Plan, the review process will begin and could take up to 30 days to complete. Bright & Early ND will notify the program of the review outcome to either reinstate the program's Quality Rating or revoke the program's Quality Rating.

If a program's Quality Rating is determined to be revoked, they will be eligible to re-apply for a Step 1 Quality Rating once their license has been in good standing (has not received a high-level licensing violation) for a continuous 6-month period.