

How to Apply for CCQS

Child care programs participating in the Child Care Quality System (CCQS) may earn a certified quality rating. Programs with a certified quality rating have practices related to positive outcomes for children verified under the direction of the Department of Workforce Services Office of Child Care (OCC). This process includes verification of the caregivers' and directors' education and professional development, the program's family engagement efforts and many other evidence-based best practices.

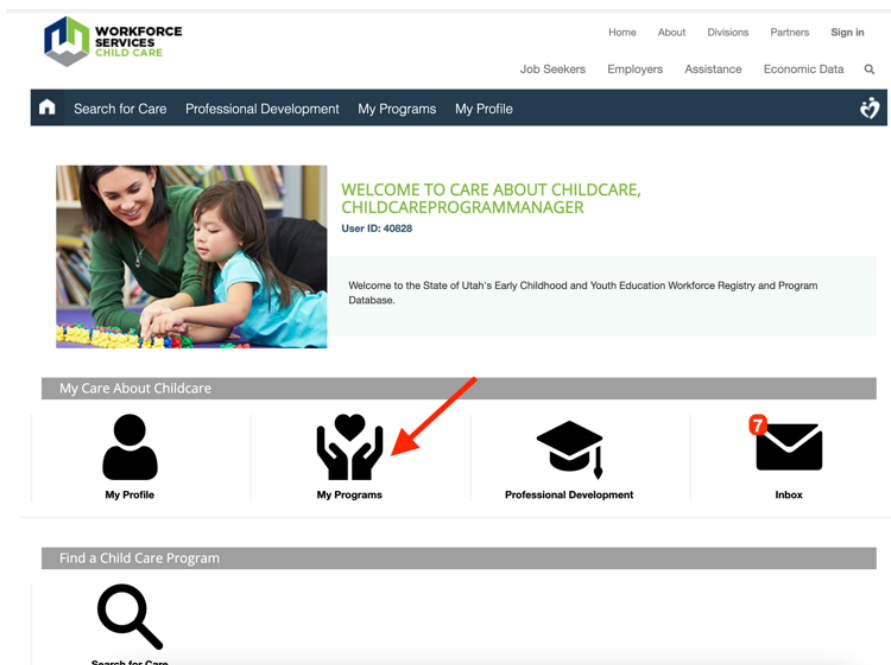
For more information on CCQS, please [click here](#).

Go to <https://careaboutchildcare.utah.gov> and log in with your UtahID.

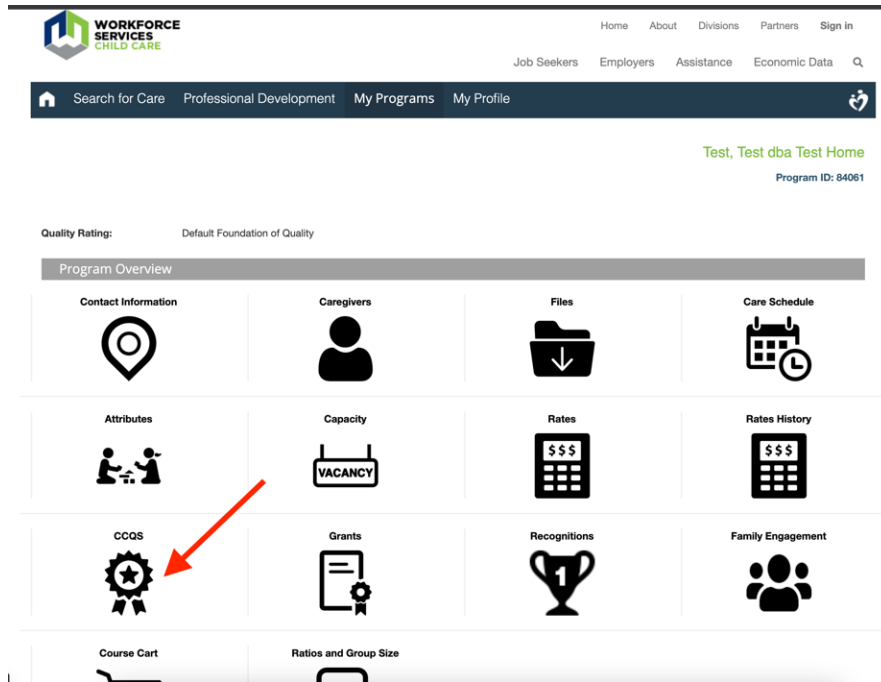
If you have **Owner, Director and/or Business Administrator** listed as your Role on the Utah Child Care Licensing (CCL) Provider Portal you will have a 'My Programs' tile on your dashboard. See the screen shot below.

If you do not see the "My Programs" tile, check your role in the licensing portal and be sure you have one of the above role(s) assigned. Please note that changes in the Child Care Licensing portal are updated every 24 hours in the Care About Childcare website.

Click on the 'My Programs' tile to see your Program(s). You will then see all the tiles that are related to your Program. Click on the 'CCQS' tile.

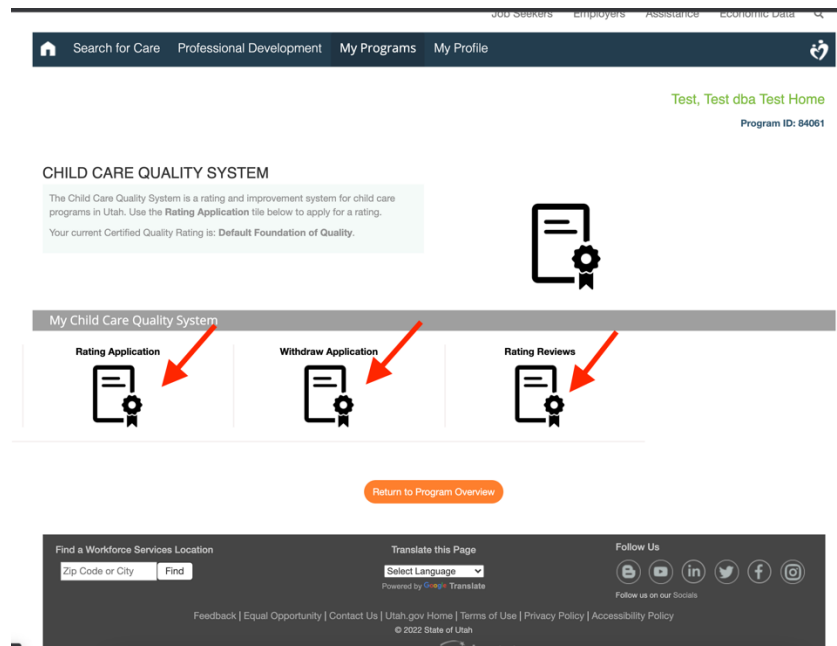


The screenshot shows the Care About Childcare dashboard. At the top left is the logo for the Utah Department of Workforce Services Child Care. To the right of the logo are navigation links: Home, About, Divisions, Partners, Sign In. Below these are links for Job Seekers, Employers, Assistance, Economic Data, and a search icon. A dark navigation bar contains a home icon, 'Search for Care', 'Professional Development', 'My Programs', and 'My Profile'. Below this is a large banner area. On the left is a photo of a woman and a child playing with blocks. On the right, it says 'WELCOME TO CARE ABOUT CHILDCARE, CHILDCAREPROGRAMMANAGER' and 'User ID: 40828'. Below the banner is a row of four tiles: 'My Profile' (person icon), 'My Programs' (hands holding a heart icon, with a red arrow pointing to it), 'Professional Development' (graduation cap icon), and 'Inbox' (envelope icon with a red '7'). Below the tiles is a search bar labeled 'Find a Child Care Program' with a magnifying glass icon and the text 'Search for Care'.



Below are the options you will see when you click on the 'CCQS' tile.

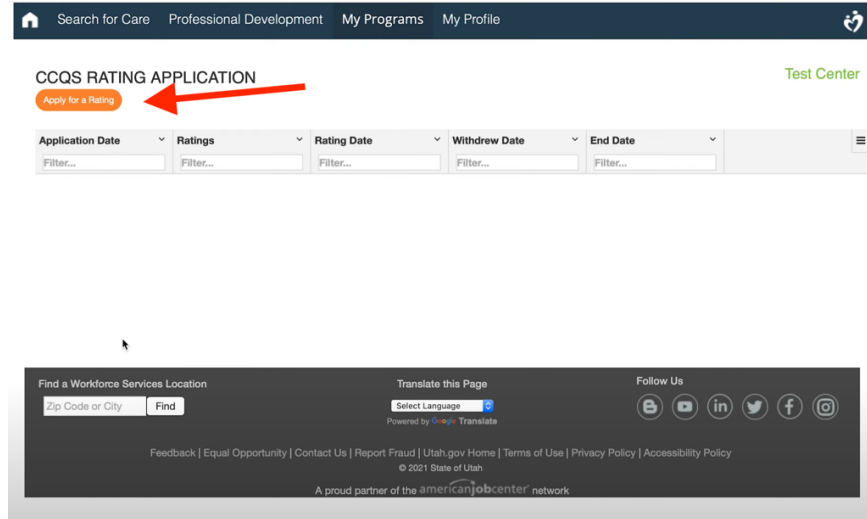
- To submit a new CCQS application or view current or past applications, click on 'Rating Application'
- To withdraw an already submitted active CCQS application, click on 'Withdraw Application'
- To request a review of an already processed and scored CCQS application, click on 'Rating Reviews.' within 30 days of scoring.



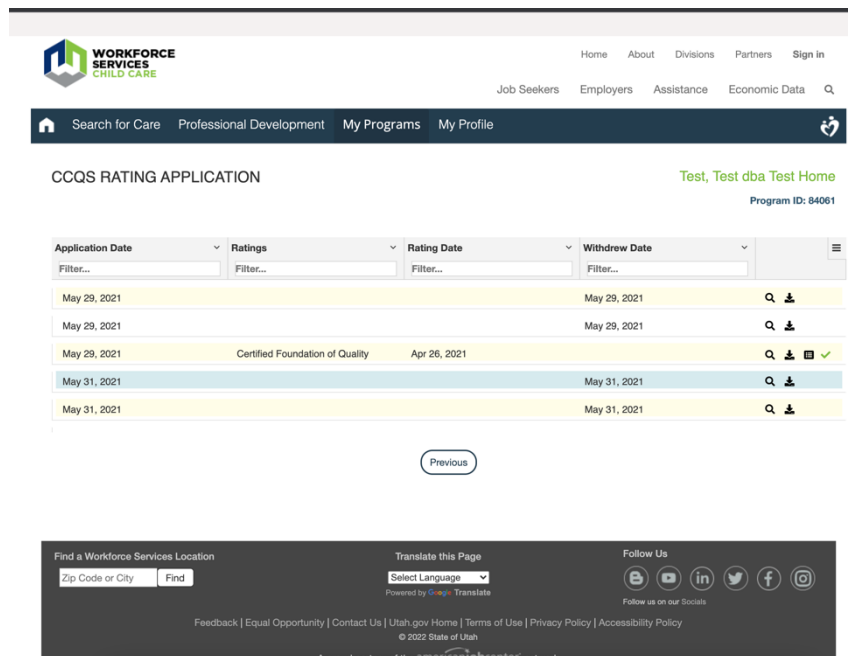
To submit a new CCQS application click on 'Rating Application' and click on the orange 'Apply for a Rating' button.

Be sure to identify a Primary Owner, Primary Director/Caregiver and a Business Administrator when filling in your application. These can be all the same person or they can be different people. Filling in these roles is critical in the scoring process. Please reach out to your CCQS Specialist at your [local CAC agency](#) for any questions on this.

If you are not able to see the pull down menu options, refresh your page and the selections should then appear.



When you click on the 'Rating Application' tile you will be able to view an in process CCQS application or view a history of your CCQS applications and ratings. The magnifying glass icon allows you to view your application. The downward arrow icon allows you to view and download a PDF version of your application. The list icon allows you to view your scoresheet after a rating has been given.



For more information about CCQS, reach out to your [regional Care About Childcare agency](#).