

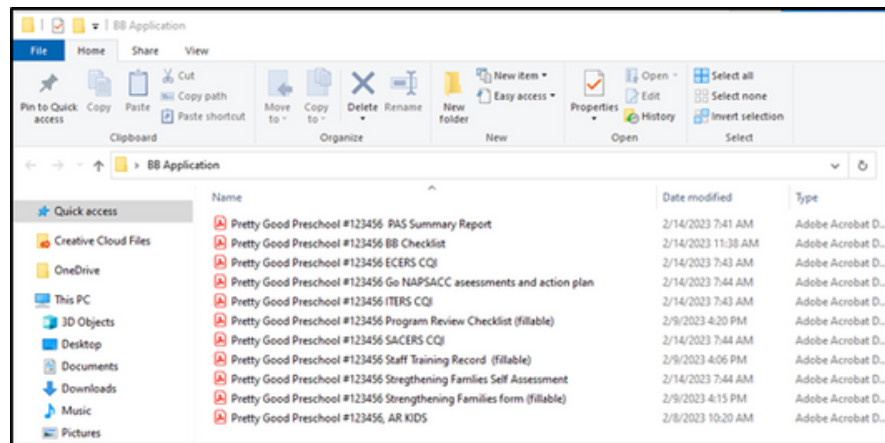
# Required Documentation for Child Care Centers

Documentation for each level (and all preceding levels) must be uploaded into the ELS portal with the Better Beginnings application.

Most child care centers are required to submit the documentation listed below with their application.

- PAS Summary Report
- Staff Training Record form
- Strengthening Families form
- Strengthening Families self-assessment (Levels 3-6 only)
- Most recent ITERS, ECERS, and SACERS CQI reports
- AR KIDS, Child Health, and Child Development form
- Program Review Checklist
- Go NAPSACC self-assessment, action plan, and re-assessment for the required module(s)

Save all documents on your computer. When you save them, use the following information in the name of the document: the name of your child care center, the license number, and the name of the form. Example: Pretty Good Preschool #12346, Staff Training Record.



When prompted, upload each document individually in the ELS portal, and select the Document Type from the drop-down menu provided. If the document type isn't listed, select other.

