



Information for CCS Facilities about Applying for Mentoring Services



Thank you for your interest in receiving mentoring services for the Texas Rising Star (TRS) Program. If space isn't currently available for a qualified facility to receive mentoring, they will be placed on a waitlist and will be assigned to a mentor as spaces become available. The requirements for mentoring services are listed below.

Providers Must:

- Be a current Workforce Solutions Alamo CCS provider
- Be located within the Workforce Solutions Alamo's 13-county region
- Have at least 12-months prior DFPS licensing history
- Not be on adverse action, corrective action, or a Service Improvement Agreement (SIA) through DFPS or CCS
- Currently meet the standards listed on the TRS Licensing Screening Form or if within three months from mentoring application date all deficiencies over the TRS limit will fall off (deficiencies are counted if they were cited within the previous 12 months)
- Complete a mentoring services application which will assess current needs

Non-Certified Providers:

- Must apply for the initial TRS certification assessment within 60 mentoring hours from the date the mentoring agreement was signed. Failure to meet the hour requirement may result in the ceasing of mentoring.
- Once assessed, if requirements for at least a 2-Star TRS Certification are not met, mentoring may be provided for up to an additional 30 hours. Additional time is allowed with prior permission of the QIA manager.
- If requirements are not met for a second time, or if the Provider fails to apply for a second assessment during the specified timeframe, mentoring services will be terminated and the Provider may reapply for mentoring services in one year.

2-Star, 3-Star and 4-Star Providers:

- 2-Star and 3-Star Providers will be asked if they would like to pursue and apply for a higher star level certification.
 - If yes, the mentor may provide services for 9 – 12 additional months for a TRS Star Level Evaluation. Additional time is allowed with prior permission of the QIA manager.
 - If no, lesser hours will be negotiated by the mentor and Provider*
- 4-Star Provider mentoring hours are as needed depending on assessment results and targeted areas for improvement *

*This will allow continued support without the level of mentoring needed for an initial applicant or lower certified star working towards higher certification levels.

Important:

Facilities who are unresponsive/uncooperative to mentoring services provided will be given a written warning issued by the mentor and approved by the QIA manager. If provider continues to be unresponsive/uncooperative, provider will be dropped from the mentoring program, and can continue TRS certification independently.