



SUGGESTED QUESTIONS FOR REVIEWING YOUR QIP

1. Is your QIP written as a result of a comprehensive self-assessment process? Has everyone from your service been involved in this process?
2. Can you describe, in conversation, how you conducted yourself assessment and how you developed your QIP?
3. Are your details correct and have you completed all sections of the service information?
4. Have you given a picture of your service by highlighting unique characteristics and writing clearly on your strengths?
5. Are your goals for improvement able to be measured?
6. Are your goals linked to the Standards and do they represent real improvements within the service?
7. Are they goals that are undertaken over a period of time and involve the service community? If they are very short term and can be achieved within an hour or so then they don't belong in your QIP.
8. Have you checked your QIP for grammar, spelling, readability?
9. Have you asked someone else to read and comment on your QIP?
10. Have you celebrated the completion of your QIP and planned for its implementation?

We recommend you use the Guide to the QIP and the QIP template. These are both available on the ACECQA website and the Community Child Care website.