

STAR DESIGNATION TIMELINE

01



Planning Visit

Planning visits occur 6-months prior to your STARS expiration. During this meeting, you and your Quality Coach will discuss your continuous quality improvement goals, staff qualifications, designation timeline, and other important information.

02



Complete Application

The Keystone STARS application is located on the PD Registry under your Organizational Profile's Quality Overview Tab. Access to this application is available 4 months before your STAR expiration. Once applied, you will get access to the Quality Indicators.

03



Upload Evidence

4 months before your STAR expires, begin uploading evidence into the Quality Indicators. You may upload it into the vault or directly into the indicator.

04



IAP Consult

At least 4 months before your STAR expiration is when the IAP consultation request is submitted to the PQA team. Please have the POIs being used completed and ready to submit upon request of the PQA assessor.

05



On-site Evidence Review

At least 3-months before STAR expiration, the on-site review of confidential evidence occurs.

06



Designator Review

All evidence must be uploaded to the indicators and submitted to your Quality Coach 75 days before your STAR expiration date. This allows time for the Designator to review uploaded evidence and complete their on-site review, if applicable.

07



Designation Complete

Once any follow-up is submitted and the Designator completes his/her review, your STAR designation will be complete and your STAR is renewed.