

# Review of Head Start Quality Assurance Report





## Quality Assurance Report August 2024

**Conducted** *(Project is either still in progress OR has ended, but report has not yet been officially submitted to providers):*

- Health and Safety Screening – Classroom Safety
- Health and Safety Screening – Facilities
- Health and Safety Screening – Medication Administration
- Health and Safety Screening – Outdoor/Playground
- Health and Safety Screening - Transportation

**Completed** *(Project ended and report was officially submitted to providers):*

- Eligibility, Recruitment, Selection, Enrollment & Attendance (ERSEA) Eligibility Review #2

| ERSEA Eligibility Review #2:   |  |
|--|--|
| <b>Area of Non-Compliance</b>  | No areas identified.   |
| <b>Areas of Concern</b>  | <p>11.5% of the total files reviewed were identified with one or more areas of concern.</p> <p>Areas of concern noted:</p> <ul style="list-style-type: none"> <li>• A signed and/or completed Eligibility Verification Record form was not scanned into ChildPlus.</li> <li>• Family size was not determined correctly.</li> <li>• Child's eligibility was determined without the completed support documentation. Student Residency Questionnaire (SRQ) status was blank.</li> <li>• The Selection Criteria Point System was completed incorrectly in ChildPlus.</li> </ul> |
| Follow-Up Activities:  |  |
| <p>The City of San Antonio (CoSA) Quality Assurance (QA) Team is working with the CoSA Family Support Team and District Staff to ensure these concerns are addressed. Corrections are currently in progress. The CoSA Quality Assurance and/or Content Teams are available if additional training and/or technical assistance is needed.</p> |  |

**For more detailed information:**

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