



## Quality Assurance Report EHS February 2025

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

### Disabilities Child File, Manager Interview and Site Visits

**\*Area of Non-Compliance:**

*Systemic or substantial issue that poses an immediate risk or threat to children/staff, or concern in meeting performance standards or policies. Areas of Non-Compliance require a written corrective action plan from the provider to detail systemic changes (i.e. change to procedure or form, agency wide training, etc.)*

**\*Area of Concern:**

*Individual incident that fails to meet performance standard or policy but is not an issue system wide and does not pose an immediate risk or threat to children/staff.*

Disability Review:	
<p><u>Disabilities Checklists Utilized:</u>            Disabilities Child File            Manager Interview            Site Visit</p> <ul style="list-style-type: none"> <li>○ 49 Disability Child Files were reviewed. 49 Files (100%) met all requirements.</li> <li>○ Manager Interview at 100% met all requirements.</li> <li>○ 27 Teacher interviews during Site Visits. 26 interviews (90%) met all requirements</li> <li>○ 45 checklist indicators/ 3,465 opportunities for compliance</li> </ul>	
Areas of Non-Compliance	<p>Areas Identified:</p> <ul style="list-style-type: none"> <li>● During the teacher interview process, it was noted an EHS child's disability documentation and status was not current in the ChildPlus Data System.</li> </ul>
Areas of Concern	<ul style="list-style-type: none"> <li>● None noted</li> </ul>
Follow-Up Activity:	
<p>The City of San Antonio (CoSA) Quality Assurance (QA) Team is working with the EHS Managers to ensure these concerns are addressed. Corrections have been made. The CoSA Quality Assurance and/or EHS Managers are available if additional training and/or technical assistance is needed.</p> <p><u>Corrective Action Plan:</u>            The CoSA QA and Content Teams are available if additional training and/or technical assistance is needed.</p>	

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

### Midyear Health & Safety Screening Onsite Visit

Midyear Health & Safety Screener Review:
<p><u>Midyear Health &amp; Safety Screener Checklists Utilized:</u>            Midyear Health &amp; Safety Screeners for Classrooms, Facilities and Playgrounds</p> <ul style="list-style-type: none"> <li>● 53 Classrooms observed</li> </ul>

<ul style="list-style-type: none"> <li>○ 33 Classrooms with no noted findings or 62%</li> <li>● 7 Center Facilities reviewed <ul style="list-style-type: none"> <li>○ 5 centers with no noted findings</li> </ul> </li> <li>● 7 Playgrounds observed with no noted findings</li> <li>● 100% HR personnel files reviewed <ul style="list-style-type: none"> <li>○ 87 checklist indicators/ 5,829 opportunities for compliance</li> </ul> </li> </ul>	
Areas of Non-Compliance	<p>Areas Identified:</p> <ul style="list-style-type: none"> <li>● Daily health checks were not completed accurately.</li> <li>● One staff HR file missing TB Questionnaire</li> <li>● One staff HR file missing First Aid and CPR certificate</li> <li>● Three staff HR files missing EHS Policy 11 Discipline and Guidance</li> <li>● Emergency Exit light was not working</li> <li>● Exit path blocked</li> </ul>
Areas of Concern	<p>Areas Identified:</p> <p>20 Classrooms were identified with one or more areas of concern.</p> <ul style="list-style-type: none"> <li>● Procedures not followed: <ul style="list-style-type: none"> <li>○ Hand washing</li> <li>○ Diaper changing procedure</li> <li>○ Toothbrushing procedures</li> </ul> </li> <li>● EHS Daily Classroom Checklist not completed.</li> <li>● Diaper changing mat had exposed foam.</li> </ul>
<b>Follow-Up Activity:</b>	
<p>The City of San Antonio (CoSA) Quality Assurance (QA) Team is working with the EHS – CCP Providers to ensure these concerns are addressed. Corrections are currently in progress. The CoSA Quality Assurance and/or EHS – CCP Center Directors are available if additional training and/or technical assistance is needed.</p> <p><u>Corrective Action Plan:</u>  The CoSA QA and/or Content Teams will be working in collaboration with center director to provide on-going quality T&amp;TA on current policies, and procedures in place., Additional support of understanding director roles related to HR staff file requirements is available on request. The CoSA QA and Content Teams are available if additional training and/or technical assistance is needed.</p>	

**For more detailed information:**

[Wanda.McMillan@sanantonio.gov](mailto:Wanda.McMillan@sanantonio.gov) or [Dianne.mendez@sanantonio.gov](mailto:Dianne.mendez@sanantonio.gov)