

Review of EHS and EHS-CCP Quality Assurance Report





Quality Assurance Report January 2025

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

Health Child File Review

***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.

Health Child File Review:	
<p><u>Health Child File Checklists Utilized:</u> Health Child File</p> <ul style="list-style-type: none"> ○ 94 Health Child Files were reviewed. 88 Files (93.6%) met all requirements. 	
Areas of Non-Compliance	<p>Areas Identified:</p> <ul style="list-style-type: none"> • None noted
Areas of Concern	<p>6 files were identified with one or more areas of concern.</p> <p>Areas Identified:</p> <ul style="list-style-type: none"> • Dental follow-ups not documented • Data entry for PIR follow-up not documented • Hemoglobin follow-up not documented
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 are currently in progress. 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 Teams will be working in collaboration with CoSA Health Manger to provide on-going quality T&TA on current policies, and procedures in place, as well as clear expectations of Content Team roles related to requirements. 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):

Unannounced Safe Environment Onsite Visit

Unannounced Safe Environment Review:	
<p><u>Safe Environment Checklists Utilized:</u> Safe Environment Classroom Safe Environment Facilities Safe Environment Playground</p> <ul style="list-style-type: none"> • 14 Classrooms observed <ul style="list-style-type: none"> ○ 5 Classrooms with no noted findings • 3 Playgrounds observed with no noted findings • 2 HR personnel files reviewed (New Hires only) 	
Areas of Non-Compliance	<p>Areas Identified:</p> <ul style="list-style-type: none"> • Staff HR files not available for review • Child’s bottle was not labeled • 3 classrooms were out of ratio and group size • Exit door was blocked
Areas of Concern	<p>Areas Identified:</p> <p>9 Classrooms were identified with one or more areas of concern.</p> <ul style="list-style-type: none"> • Hand washing procedure not followed. • Diaper changing procedure not followed. • Classroom radio was playing adult music • First Aide monthly checklist not current. • EHS Daily Classroom Checklist not completed.
Follow-Up Activity:	
<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 Teams will be working in collaboration with center director to provide on-going quality T&TA on current policies, and procedures in place, as well as clear expectations of director roles related to HR staff file requirements. 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 or Dianne.mendez@sanantonio.gov