

Review of Head Start Quality Assurance Report





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Quality Assurance Report September 2023

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

- Critical Health Concerns Review
- Nutrition Review
- Health & Safety Screening – Classroom Safety
- Health & Safety Screening – Transportation

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

- Health & Safety Screening – Facilities
- Health & Safety Screening – Outdoors
- Health & Safety Screening – Medication Administration

| Health & Safety Screening – Outdoors Review: | |
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| Areas of Concern | <p>There were several areas of concern noted:</p> <ul style="list-style-type: none"> • Outdoor activity space and equipment were not clean and free of undesirable and hazardous conditions (peeling paint on benches, mold and mildew build up under downspouts, trash and debris, wires hanging from a gate). |
| Follow-Up Activities: | |
| <p>The CoSA Quality Assurance (QA) Team will work with the ISD's to ensure that these concerns are addressed and that work orders are submitted. The CoSA QA and/or Content Teams are available if assistance is needed.</p> | |

| Health & Safety Screening – Medication Administration: | |
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| Areas of Concern | <p>There were two areas of concern noted:</p> <ul style="list-style-type: none"> • Health Assistant was not able to explain process on how staff members are trained in the administration of medication. • Nurse had not trained additional staff to administer medication in the event of her absence. |
| Follow-Up Activities: | |
| <p>The CoSA QA Team will follow-up with the ISD's on these concerns. The ISD's will not only need to ensure that training is provided to the additional staff but will also need to ensure that all required processes/procedures are reviewed with all the respective members of the health team.</p> | |

For more detailed information:

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