

Review of Head Start Quality Assurance Report





Quality Assurance Report January 2025

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

- 45-Day Education Screening
- 45-Day Health Screening
- ERSEA Attendance

***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.

45-Day Education Screenings:

Checklist Utilized:

45-Day Education Screening Child File

- 290 child files were reviewed program wide.
 - 193 child files (67%) met all requirements.

Areas of Non-Compliance	None identified
Areas of Concern	<p>Areas Identified:</p> <ul style="list-style-type: none"> • Twenty-four (24) child files (8%) did not have documented evidence that an ASQ:SE-2 was completed or reflect documented efforts were made to collect one. • Twenty-one (21) child files (7%) did not have documented evidence that an ASQ-3 was completed or reflect documented efforts to collect one. • Fifteen (15) child files (5%) did not have the correct ASQ-3 event date

	<p>entered in ChildPlus.</p> <ul style="list-style-type: none"> • Thirteen (13) child files (4%) did not have the correct ASQ:SE-2 event date entered in ChildPlus. • Eight (8) child files (2%) did not have evidence that an ASQ:SE-2 was completed within the 45 calendar days after the child first attended. • Seven (7) child files (2%) did not have evidence that an ASQ-3 was completed within the 45 calendar days after the child first attended. • Four (4) child files (1%) had an ASQ:SE-2 tool that was not properly completed. • Three (3) child files (1%) had an ASQ-3 tool that was not properly completed. • One (1) child file (1%) did not utilize the appropriate ASQ:SE-2 version for the child's age. • One (1) child file (1%) had an ASQ-3 tool that was not accurately scored.
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Follow-Up Activity:

The CoSA QA Team is working with the CoSA FCS Team and District Staff to ensure that all 45-Day Education concerns are addressed/corrected. The CoSA QA and/or Content Teams are available if training and/or technical assistance is needed.

45-Day Health Screenings:

Checklist Utilized:

45-Day Health Screening Child File

- 290 child files were reviewed program wide.
 - 182 child files (63%) met all requirements.

Areas of Non-Compliance	None identified
Areas of Concern	<p>Areas Identified:</p> <ul style="list-style-type: none"> • Thirty-one (31) child files (10%) did not have monthly follow-up documented in ChildPlus when an abnormal vision screening result was noted. • Twelve (12) child files (4%) did not have follow-up action documented in ChildPlus when hearing screening

	<p>results were not on file.</p> <ul style="list-style-type: none"> • Twelve (12) child files (4%) did not reflect that an evidence-based hearing screening was obtained or performed within 45 calendar days after the child first attended the program. • Eleven (11) child files (3%) did not have monthly follow-up documented in ChildPlus when an abnormal hearing screening result was noted. • Ten (10) child files (3%) did not have follow-up action documented in ChildPlus when vision screening results were not on file. • Ten (10) child files (3%) did not reflect that an annual evidence-based hearing screening was attempted, obtained, or performed. • Nine (9) child files (3%) did not reflect that an annual evidence-based vision screening was attempted, obtained, or performed. • Five (5) child files (1%) did not have documented evidence that a parent was given a referral for services when an abnormal vision screening result was noted. • Four (4) child files (1%) did not reflect that an annual evidence-based vision screening was obtained or performed within 45 calendar days after the child first attended the program.
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Follow-Up Activity:

The CoSA QA Team is working with the CoSA FCS Team and District Staff to ensure that all 45-Day Health Screening concerns are addressed/corrected. The CoSA QA and/or Content Teams are available if training and/or technical assistance is needed.

ERSEA Attendance Review:

Checklist Utilized:

ERSEA Attendance Child File

- 289 child files were reviewed program wide.
 - 143 child files (49.5%) met all requirements.

Areas Identified:

- Sixty-three (63) child files (21%) did

Areas of Non-Compliance	<p>not have daily attendance or absences recorded in ChildPlus.</p> <ul style="list-style-type: none"> Forty-five (45) child files (15%) did not reflect documented efforts to re-engage the family during periods of chronic absenteeism.
Areas of Concern	<p>Areas Identified:</p> <ul style="list-style-type: none"> Twenty-eight (28) child files (9%) did not reflect in the ChildPlus documentation that an attempt was made to contact parent/guardian for any unexpected absences to ensure child's safety. Ten (10) child files (3%) did not reflect in the ChildPlus documentation that a home visit and/or other direct contact with the child's parent/guardian had been made when the child was absent for two unexplained consecutive days and/or the child had multiple unexplained absences.
Follow-Up Activity:	
<p>The CoSA QA Team is working with the CoSA FCS Team and District Staff to ensure that all concerns are addressed/corrected.</p> <p><u>Corrective Action Plan:</u></p> <p>The CoSA FCS and CoSA ERSEA Teams will be working in collaboration with District staff to provide on-going quality T&TA on current policies, and procedures in place. The CoSA QA and Content Teams are available if additional training and/or technical assistance is needed.</p>	

For more detailed information:

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