

# Review of Head Start Quality Assurance Report





## Quality Assurance Report November 2023

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

- 45-Day Education Screening
- Governance Review
- ERSEA Attendance Review

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

- Nutrition Review
- Critical Health Concerns
- 45-Day Health Screenings

Nutrition Review:	
Area of Non-Compliance	No Areas of Non-Compliance were identified.
Areas of Concern	<p>There were several concerns noted:</p> <ul style="list-style-type: none"> <li>• If a Nutrition need/concern had been identified on the Child Health History, Nutrition Assessment, or Physical, etc., a Special Diet event had been created in ChildPlus according to the ChildPlus Data Entry Guide.</li> <li>• The program did not promote effective dental hygiene by ensuring all children were assisted by appropriate staff, or volunteers, if available, in brushing their teeth with toothpaste containing fluoride at least once daily.</li> <li>• If the child had an Active food allergy or special dietary need,</li> </ul>

	the appropriate documents associated with the Nutrition need/concern were scanned into ChildPlus.
<b>Follow-Up Activities:</b>	
The CoSA Quality Assurance (QA) Team is currently working with the district staff to address the needed corrections. The CoSA QA and/or Content Teams are available if assistance is needed.	

<b>Critical Health Concerns (CHC):</b>	
Area of Non-Compliance	<p>There was one area of non-compliance identified during this review:</p> <ul style="list-style-type: none"> <li>Documented follow-up did not occur at least once a month until appropriate documentation and/or medication was received.</li> </ul>
Areas of Concern:	<p>There were several concerns noted:</p> <ul style="list-style-type: none"> <li>If a CHC was no longer applicable, the status had not been changed to Terminated or For Information Only.</li> <li>If the CHC status was Active, there was no documentation scanned into ChildPlus and/or action notes had not been added under the CHC event.</li> </ul>
<b>Follow-Up Activities:</b>	
The CoSA QA Team is currently working with the District Staff and the CoSA Family and Community Team to address the needed corrections. The CoSA QA and/or Content Teams are available if training and/or technical assistance is needed.	

<b>45-Day Health Screenings:</b>	
Area of Non-Compliance	No Areas of Non-Compliance were identified.
Areas of Concern	<p>There were several concerns noted:</p> <ul style="list-style-type: none"> <li>If an abnormal vision screening result was noted, follow-up had not been documented at least once a month in ChildPlus, until the concern was resolved.</li> </ul>

	<ul style="list-style-type: none"> <li>• Follow-up had not been documented according to the ChildPlus Data Entry Guide.</li> <li>• An evidence-based vision screening was not obtained or performed within 45 calendar days after the child first attended the program year.</li> <li>• An annual evidence-based vision screening was not obtained or performed.</li> <li>• An annual evidence-based hearing screening was not obtained or performed.</li> </ul>
<b>Follow-Up Activities:</b>	
<p>The CoSA QA Team will be working with the district staff and the CoSA Family and Community Team to ensure that all findings have been addressed. The CoSA QA and/or Content Teams are available if training and/or technical assistance is requested.</p>	

**For more detailed information:**

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