

Review of EHS and EHS-CCP Program Monitoring



EARLY HEAD START



City of San Antonio Head Start Program

Monitoring Report – March 2022

The Early Head Start (EHS) Program has developed a comprehensive and thorough approach to monitoring for non-compliances and areas of concern. Once identified, a timeline is developed, training and technical assistance is given, and corrective action plans are implemented to correct systemic issues, so areas of weakness are not continued in the future. Follow-up monitoring events are conducted to ensure that the program has been successful in implementing corrections.

The following is a summary of findings for the **Early Head Start- Stafford Program** during the time indicated above:

| | |
|---|-------------------|
| Monitoring Projects: | March 2022 |
| <u>Wellness Support Monitoring, Child File Review and Manager Interview</u> Completed Child File Review and Manager Interview | |
| <u>90 Day Health Monitoring, Child File Review</u> Completed Child File Review | |
| Non-Compliances – There were no non-compliances observed that showed a systemic or substantial material issue or concern in meeting performance standards or policy relating to the education services. | |
| Areas of Concern (Individual incident(s) that fail to meet performance standard or policy): | |
| <u>Wellness Support Child File Review</u> <ul style="list-style-type: none"> There were 8 child files reviewed with noted findings-Pending Review | |
| <u>90 Day Health Child File Review</u> <ul style="list-style-type: none"> There were 22 child files reviewed with noted findings-Pending Review from Service Area | |
| Follow-up Activities: Disabilities and Education monitoring projects were completed, monitors will continue to track corrections. Monitors will also continue to track review of Wellness support and 90 Day Health projects. | |
| For more detailed information: Cynthia.garcia3@sanantonio.gov & Dianne.mendez@sanantonio.gov | |

***EARLY HEAD START
CHILD CARE PARTNERSHIP
(EHS-CCP)***



City of San Antonio Head Start Program

Monitoring Report – March 2022

The Early Head Start (EHS) Program has developed a comprehensive and thorough approach to monitoring for non-compliances and areas of concern. Once identified, a timeline is developed, training and technical assistance is given, and corrective action plans are implemented to correct systemic issues, so areas of weakness are not continued in the future. Follow-up monitoring events are conducted to ensure that the program has been successful in implementing corrections.

The following is a summary of findings for the **Early Head Start- Child Care Partnership Program** during the time indicated above:

Monitoring Projects:

March 2022

Unannounced Safe Environments Visits

- Blessed Sacrament Academy
- YWCA Olga Madrid Child Care Center

Wellness Support Child File Review and Manager Interview

Completed Child File Review and Manager Interview

90 Day Health Child File Review

Completed Child File Review

Non-Compliances –

A non-compliance was observed that showed a systemic or substantial material issue or concern in meeting performance standards or policy requirements.

It was observed that three EHS – CCP classrooms at Blessed Sacrament Academy Child Care Center did not have two teachers as required in the EHS – CCP Policy: Environmental Health and Safety 2 and as defined within the Performance Based Deliverables Scorecard.

It was also observed that a child's Epinephrine Injection prescription box did not have the pharmacy label with the child's name nor the doctors' instructions as required in the EHS- CCP Policy: Environmental Health and Safety 6.



The provider is required to submit a Corrective Action Plan outlining the center's process to ensure that two teachers are in the EHS-CCP classrooms at all times and a process to ensure that medication is properly stored, labeled and not accessible to children.

Areas of Concern (Individual incident(s) that fail to meet performance standard or policy):

Unannounced Safe Environments Visits

- Medication authorization form not current
- Flashlight missing batteries
- Electrical outlet not covered
- First Aid Kit missing a thermometer
- Electrical cord not secured
- Bleach bottle not in a locked cabinet
- Daily Classroom checklist was not current
- Classroom Roster was not current
- Tree lights were not secured
- Classroom teacher did not follow diaper changing procedure

Wellness Support Child File Review and Manager Interview

- There were 46 child files reviewed with noted findings-**Pending Review**

90 Day Health Child File Review

- There were 60 child files reviewed with noted findings-**Pending Review from Service Area**

Follow-up Activities:

EHS – CCP childcare director's provided corrective action responses and evidence supporting the actions taken in the ChildPlus Data System.

Disabilities and Education monitoring projects were completed, monitors will continue to track corrections. Monitors will also continue to track review of Wellness support and 90 Day Health projects.

For more detailed information:

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