

Review of EHS and EHS-CCP Program Monitoring





City of San Antonio Head Start Program

Monitoring Report – December 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 during the time indicated above:

Monitoring Projects Conducted: December 2022

Unannounced Safe Environment Visits

- Blessed Sacrament Academy
- Healy Murphy
- Stafford
- YWCA

ERSEA Attendance 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):

Unannounced Safe Environment Visit

- Daily classroom checklist not completed accurately
- Cleaning supplies not in a locked cabinet
- Electrical utility closet door was not locked
- Kitchen Knife observed in an unlocked drawer
- Pillows need to be cleaned
- Evacuation Route not posted
- Diaper changing procedure not posted
- First Aid kit missing cotton balls
- Electrical cords not secured
- Ceiling tile needs to be replaced
- Diaper procedure and handwashing procedure not followed
- Classroom roster not current
- Classroom did not have a working flashlight

ERSEA Attendance File Review

- 101 child files were reviewed with noted findings regarding data entry

**Follow-up Activities:**

EHS Child Care Director's will provide corrective action responses and evidence supporting the actions taken in the ChildPlus Data System. Follow up verification will be completed once CAP responses are entered to close the monitoring projects.

Monitors will follow up on CAP responses for ERSEA Attendance File Review

For more detailed information:

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