

Review of EHS and EHS-CCP Program Monitoring





City of San Antonio Head Start Program

Monitoring Report – March 2023

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:

<p>Monitoring Projects Conducted:</p> <p><u>Midyear Health & Safety Screener</u></p> <ul style="list-style-type: none"> • YWCA <p><u>Unannounced Safe Environment Visits</u></p> <ul style="list-style-type: none"> • BSA • Healy Murphy <p><u>Education Child File, Manager Interview and Site Visits</u></p> <p><u>Family and Community PCC Meetings, Activities and Events</u></p>	<p>March 2023</p>
<p>Non-Compliances –</p> <p>There were no non-compliances noted that showed a systemic concern in meeting performance standards or policy relating to the Safe Environment service area.</p>	
<p>Areas of Concern (Individual incident(s) that fail to meet performance standard or policy):</p> <p><u>Unannounced Safe Environment Visit</u></p> <ul style="list-style-type: none"> • Toothbrush process not completed accurately <p><u>Education Review</u></p> <ul style="list-style-type: none"> • (60) files, (1) Manager Interview and (14) Classroom site visits were reviewed with noted findings regarding classroom documentation and ChildPlus data entry <p><u>Family and Community PCC Meetings, Activities and Events</u></p> <ul style="list-style-type: none"> • Reviewed documentation of Parent Surveys, PCC agenda, sign in sheets, Parent Engagement Monthly Activity Reports and community resources for 7 sites with one noted finding regarding data entry 	
<p>Follow-up Activities:</p> <p>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 Education and Family and Community review.</p>	



For more detailed information:

Dianne.mendez@sanantonio.gov