

# ***Review of EHS and EHS-CCP Program Monitoring***





## City of San Antonio Head Start Program

### Monitoring Report – April 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><b>Monitoring Projects Conducted:</b> <span style="float: right;"><b>April 2023</b></span></p> <p><u>Unannounced Safe Environment Visits</u></p> <ul style="list-style-type: none"> <li>• Ella Austin</li> <li>• Inman</li> <li>• Seton Home</li> </ul> <p><u>Follow up and closures of previously issued Corrective Action Plans</u></p> <p>Wellness Support – Pending</p>	<p><b>Non-Compliances –</b></p> <p>There were two repeat non-compliances noted that showed a systemic concern in meeting performance standards or policy relating to the Safe Environment service area.</p> <ul style="list-style-type: none"> <li>• Required staff certificates not available for HR file review – One site</li> <li>• Expired Fire Inspection – One Site</li> </ul>
<p><b>Areas of Concern</b> (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"> <li>• Carpets need steam cleaning</li> <li>• Diaper changing table used as teacher work area</li> <li>• Two cribs needed tight fitted sheets</li> <li>• Daily classroom checklist incomplete</li> <li>• Electrical outlet not covered</li> <li>• Radio not secured</li> <li>• Exit sign removed from doorway</li> </ul> <p><u>Wellness Support Review</u></p> <ul style="list-style-type: none"> <li>• Completion pending</li> </ul>	<p><b>Follow-up Activities:</b></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 Family and Community review.</p>



**For more detailed information:**

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