

Review of EHS and EHS-CCP Program Monitoring



EARLY HEAD START



City of San Antonio Head Start Program

Monitoring Report – May 2021

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: Internal EHS Consolidated Comprehensive Services Child File Review	May 2021
Non-Compliances - There were no non-compliances observed that showed a systemic or substantial material issue or concern in meeting performance standards or policy across all monitoring projects.	
Areas of Concern (Individual incident(s) that fail to meet performance standard or policy): Five files missing: <ul style="list-style-type: none">○ Parent Handbook Module○ Family Partnership Agreements Three files: <ul style="list-style-type: none">○ Incomplete Teacher/Parent Home Visit forms Two files: <ul style="list-style-type: none">○ Incomplete ASQ-3s○ Missing immunizations One file missing: <ul style="list-style-type: none">○ Well child check○ ASQ-SE2○ Up to date immunizations○ Attendance	
Follow-up Activities: Follow up on the 45 Day Health and Safe Environment Screener completed and closed out.	
For more detailed information: Rhonda.roach@sanantonio.gov	

EARLY HEAD START
CHILD CARE PARTNERSHIP
(EHS-CCP)



City of San Antonio Head Start Program

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

Monitoring Projects:

May 2021

Curriculum Fidelity

- BSA
- Ella Austin
- Healy Murphy
- Inman Christian
- Seton Home
- YWCA

HR File Reviews

- BSA
- Ella Austin
- Healy Murphy
- Inman Christian
- Seton Home
- YWCA

Unannounced Safe Environment site visits

- Healy Murphy
- Inman Christian
- Seton Home
- YWCA



Non-Compliances –

Curriculum Fidelity

No non-compliances noted.

HR File Reviews

No non-compliances noted.

Unannounced Safe Environment site visits

No non-compliances noted.

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

Curriculum Fidelity

No findings were noted.

HR File Reviews

Four of the six providers had items missing for review:

- Missing required training certificates; physical exam
- CDA expired and in process of renewal
- Pending enrollment in CDA class but within hiring procedure timeline

Unannounced Safe Environment site visits

Items being addressed through Corrective Action Plan responses:

- Seton Home - Gas inspection expired
- Inman - Bleach bottle not under lock and key
- Healy Murphy -Diaper changing cabinet unlocked
- Healy Murphy - Health and Safety Resource Booklet not posted in one class
- YWCA - Daily classroom checklist incomplete

Follow-up Activities:

Ella Austin Unannounced Safe Environment Corrective Action Plan (CAP) follow up continuing for May 2021.

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