

OHS RAN Timeline

April 2025 – Notification of Review

- April 17: Risk Assessment Notification (RAN) issued by Office of Head Start (OHS)
- April 24: RAN review conducted, Supervisor Andersen attended

May 2025 – Governing Body Notifications

- May 19: Discussed RAN with BOS Head Start Committee
- May 20: Discussed RAN with full BOS
- May 21: Discussed RAN with Policy Council

May 2025 – Corrective Actions

- May 1: RAN Monitoring Report issued
- May 5: Correction Action period began
- May 8: Met with Head Start Training and Technical Assistance (TTA)
- May 30: Met with TTA to review final Quality Improvement Plan (QIP)
- May 30: Submitted documentation of QIP

June 2025 – QIP Submission, Follow Up Review

- June 4: Final submission of QIP. Corrective Action period ended.
- June 9: Follow-up review with OHS

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OHS RAN Root Causes & Corrective Actions

	Root Cause	Corrective Action
1	Our standards of conduct and related training are strength-based; specific prohibited behaviors are not explicitly identified.	Revised the Standard of Conduct to include prohibited behaviors.
2	Our interview questions and reference checks did not explicitly solicit information about prohibited behaviors.	Revised interview questions and reference checks to include screening for risk of prohibited behaviors.
3	Expectations for stopping and reporting prohibited behavior are not in our written procedures.	Revised procedures to <ul style="list-style-type: none"> a. include requirement to intervene, stop, and report prohibited behaviors, and b. implement progressive discipline for failure to intervene, stop, and report prohibited behaviors.
4	Management considered incidents of prohibited behaviors as standalone rare events.	Revised monthly monitoring report and meeting to include discussion of trended aggregate incidents of abuse, neglect, and inappropriate conduct.

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