Education Home Visits in Early Head Start

APPROACH:
Home visits provide opportunities for families to receive parenting education, develop goals for their child and family, and identify community resources to help meet their family’s needs. Planned in partnership with the parents, home visits take place to enhance the parent’s role in the growth and development of their child, build healthy, nurturing parent/child relationships, improve parenting skills, and support the family’s home setting as the child’s primary learning environment.

Policy Council Approval 6/17/2014
Board Approval 6/19/2014

PROCEDURE:
Education home visits are provided in the home-based and toddler combination program options by the EHS Specialists.

Duration of the Home Visit: Home visits are to be scheduled for 1.5 hours and are delivered to meet the annual frequency required for the program option the family is enrolled in.

Elements of a Home Visit: The home visit must be child-focused and assist the parent in supporting all areas of their child’s development. Home visits include hands-on parent/child interaction activities, parent education, health/nutrition information, community resources and referral follow-up, and planning. Education home visits are provided in the “Home-based and Toddler Combination Program Options” by EHS Specialists.

<table>
<thead>
<tr>
<th>Parent/Child Interaction Activity</th>
<th>Greeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Review plan for home visit</td>
</tr>
<tr>
<td></td>
<td>Provide parent/child interaction and play experience based upon parent input and child goals</td>
</tr>
<tr>
<td></td>
<td>Emphasize parent participation, cue taking, routines, observation and sharing development information</td>
</tr>
</tbody>
</table>

HEAD START PROGRAM PERFORMANCE STANDARD:

1302.35 Education in Home-Based Programs
1302.46 Family support services for health, nutrition, and mental health
1302.50 Family Engagement
1302.51 Parent activities to promote child learning and development
1302.52 Family Partnership services
### Parent Education, Information and Follow-Up
- Provide strategies that promote emergent literacy and support the development of literary and language skills for dual language learners (See Shine PIReS)
- Provide Birth-to-Three child development strengths-based parent education including strategies which encourage parents as their child’s first teacher (utilize Partners for a Health Baby)
- Provide follow-up on disability and mental health concerns and assist with referrals to services as needed.
- Provide individualized educational approach based on parent’s learning style

### Health/Nutrition Education and Follow-Up
- Provide parent results of hearing and vision screenings
- Facilitate and remind parents of scheduled well-child exams, dental exams, and other health follow-up exams and evaluations
- Provide health and developmental education to families
- Provide nutrition and growth assessment education

### Support, Advocacy, Resource and Referral
- Identify family strengths and needs
- Provide community resource information and referrals
- Provide parent support in reaching individualized family goals

### Planning for Next Home Visit and Closure
- Solicit parent input into next home visit plan
- Review any other needs parents discussed and provide Home Practice reminder
- Provide closure song, book, or other activity

1. **Preparing for a Home Visit:** See *Preparing and Documenting a Home Visit handout*. Be sure to sign out on the destination log with family name, and expected time of return.

2. **Setting of Home Visits:** Home visits must take place primarily within the child’s home. As much as possible, a regular schedule of home visits will be established with the family as early as possible after enrollment. Home visitors will share their Outlook Calendar with their Center Manager, Education Supervisor, and Education Manager. The home visitors will update their monthly home visit schedule in Outlook by the first day of the month, and keep all cancellations and rescheduled visits documented on their calendar.

Other arrangements for home visit locations may be made with prior approval of the EHS Center Manager. Such approval may be granted when a family is homeless, has a work schedule that prohibits scheduling a home visit within reasonable hours or other compelling reason. Center Managers will document their approval in a case note of the Family Tab in Shine (Home Learning Follow Up).

Home visits may not be replaced by medical appointments or social services appointments.

3. **Home Visit Documentation:** All scheduled home visits are documented in Shine. See *Early Head Start Home Visit documentation*. 
Preparing and Documenting a Home Visit

Prior to the home visit, you want to review:

**Family Tab**

- **Family Strengths Assessment and Scores** — If it has not yet been attached, review in file
- **Case notes** — Pay particular attention to Emergency Crisis, Need Identified, Case Conference and Family background.
- **Established Family Goal(s)** — follow up on Family Goals
- **Attendance** — if there are any attendance concerns, offer support and explain the benefits of regular group attendance. Create a family goal on attendance if necessary.

**Health Tab**

- **Review the Health Information** — is there any missing information you can gather (Medical or Dental provider’s name, Medical Insurance ID, etc.)?
- **Review Well Child and Dental Exams** — do you need to get an ROI, support the parent in getting an appointment, or remind parent of upcoming due date for WCE or dental?
- **Concerns** — is there monthly follow up you are responsible for (vision, hearing, etc.)?
- **Immunization Planning** — is the child up to date, do they need immunizations prior to exclusion (Check Alerts)?

**Things you may want to take with you:**

- Print out of child and/or family goals
- Home Practice Goal and Literacy Goal Calendars
- Forms the parent may need to sign (In-Kind for HV, parent permission, new emergency form, ROI-M, ROI-D, Specialist ROI)
- Resource information that might be helpful to the family
- Parent Education
- Any materials needed to support parent child activity

**When you return from the Visit:**

**Education Tab**

- Scroll down to Home Based Visit Documentation
- Select Home Visit Documentation (document a **very brief** summary including: date, parent child activity and literacy activity, school readiness domains, list handouts/resources given or covered, mark PIR services, plan for next visit with parent input, and any additional information)

**Family Tab**
✔ Update the scores for the Family Strength and Needs Assessment if needed
✔ Document any Goal Follow up or create a new goal
✔ Create a new home visit case note if needed
✔ Update any follow up on Needs Identified or Emergency/Crisis case notes/PIR

Health Tab

✔ If you completed any follow up or planning during your visit, document now
### Early Head Start Home Visit Documentation

#### HOME-BASED VISIT PLANNING

<table>
<thead>
<tr>
<th>Objective: Parent child activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literacy activity</td>
</tr>
</tbody>
</table>

#### HOME-BASED VISIT DOCUMENTATION

- **Parent child activity**
- **Literacy activity**

**School Readiness Domains Addressed in Visit:**
- [ ] Social-Emotional
- [ ] Approaches to Learning & Play
- [ ] Language & Literacy
- [ ] Math & Science
- [ ] Social Studies
- [ ] The Arts
- [ ] Physical

**PIR Services:**
- [ ] Adult education (GED or college selection)
- [ ] Asset building
- [ ] Assistance to families of incarcerated individuals
- [ ] Child abuse and neglect services
- [ ] Child support assistance
- [ ] Domestic violence services
- [ ] Emergency/crisis intervention
- [ ] ESL training
- [ ] Health education
- [ ] Housing assistance
- [ ] Job training
- [ ] Mental health services
- [ ] Parenting education
- [ ] Relationship/marriage education
- [ ] Substance abuse prevention
- [ ] Substance abuse treatment

**Notes:** (0 of 2000 Characters)

**Notes...**

Plan for next home visit with parent input
Additional information not needing follow up

Created By: Kaycee Cottone, Created On: 10/10/2018
Family Tab
Update Family Goal
Update Needs/Identified or Emergency Crisis Casenotes

Health Tab
Update Health plans as needed
Update Concerns as needed