

Facilitating Family Visits Procedure - Early Head Start Home-Based

Purpose

This explains how to plan for and conduct home visits with parenting families of children enrolled in EHS HB, using the Family Visit Plan and Summary Form to document.

Guidance

Home Visitors are expected to conduct a 90-minute home visit weekly with each family. Head Start Performance Standards require that a minimum of 44 home visits be offered to each family per year. The primary purpose of these home visits is to facilitate parent-child interaction that supports the child's development and learning, in preparation for school readiness and success. Interactions that enable both the parent and child to feel secure, valued, successful and happy and to enjoy learning are encouraged.

Home visits also include education and resources regarding child development, child health and nutrition, parenting and family support. The *Partners for a Healthy Baby* is the primary curriculum is used in planning for home visits. Additional resources can be used to meet the individual needs of families as appropriate.. Families should also be linked to community resources and services when needed.

Home Visitors use interpreters to help facilitate home visits in the family's primary language or at the family's request. Home Visitors can document on the Family Visit Plan and Summary in the family's primary language if the Home Visitor is proficient in writing in the family's language. The home visit is reviewed with the family in their primary language.

Procedure

Home Visitors use the *Family Visit Plan and Summary Form* for planning, guiding and summarizing each home visit.

Include the following in planning each home visit and document in the appropriate section on the *Family Visit Plan and Summary Form*

- A parent-child interaction activity or experience that supports the child's development and school readiness goals
 - Document a brief description of the activity, including the materials
 - Document the targeted developmental areas
- A lesson from partners for a healthy baby
 - Document the title, the month and the page number of the lesson
 - A minimum of one lesson from each category in the curriculum is required each month
- Any follow up needed or requested by the family
 - Document in the child development, health/nutrition, and/or family support boxes

During the home visit, use the *Family Visit Plan and Summary* to guide the visit

- Complete the Check In section. Document parent observations of their child during the past week
- Introduce the parent-child interaction activity and facilitate healthy interaction by providing only as much support as is needed. Document observations of both the child and the parent-child interaction.
- Integrate parenting information into the visit whenever appropriate. Document as appropriate in the Parent-Child Interaction, Child Development, Health/Nutrition or Family Support sections
- Discuss any follow up needed and/or requested by the family. Document in appropriate section

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- Plan and schedule next home visit
- Remind family of next socialization group and solicit input for activities.
- Summarize visit with the family by reviewing documentation on the form. Sign and have parent sign. Leave a copy for the family.

Related Documents

Curriculum Planning Procedure – Early Head Start

Family Visit Plan and Summary Form– Early Head Start Home-Based

Home Visit Safety Procedure

Engaging Families in Curriculum

Curriculum Implementation Guidance

Pregnancy Visit Plan and Summary Form

Postpartum Visit Plan and Summary Form

Resources

Partners for a Healthy Baby

Teaching Strategies GOLD