

Kids Central, Inc. Healthy Start Procedure Manual

Series: Healthy Start – Lake County

Procedure Name: Home Visits with Participants

Procedure Number: 1602

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Regulation: Healthy Start Standards and Guidelines 2007 Chapter 11

Procedure

Home visits complement and supplement other Healthy Start Services. Home visits are an effective method to establish rapport, complete assessment of home surroundings and provide direct services.

1. Home visit attempts are required for:
 - a) Pending referrals with Tier 1 risks when there is no response to attempts to complete an initial contact.
 - b) Prior to closing an open level 2 or 3 cases with no response to phone calls/letters.
2. Home visits should have a direct purpose and focus related to the Individual Plan of Care for the participant. Home visits provide an environment to provide direct services and model parenting for the participants. Planning and Preparation for each home visit should be completed prior to the visit to ensure maximum benefit to the participant.
3. Safety is paramount for staff members and families.
 - a) Staff will be aware of their surroundings when going to home visits.
 - b) Staff will provide the program supervisor with the address and time of the home visit.
 - c) Staff will always carry a cell phone with them when making home visits.

Approved By:

John Cooper, Chief Executive Officer

Date