

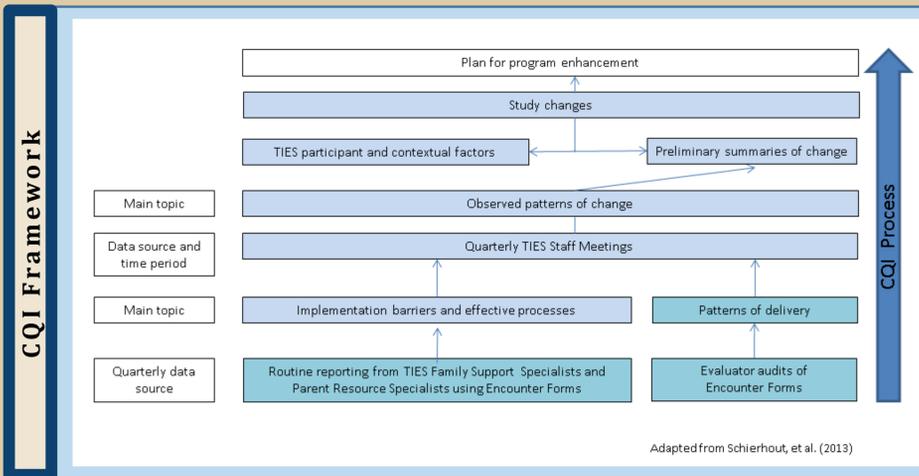
Overview

Implementing an individualized home visiting model with fidelity can be challenging in the absence of systematic procedures to document encounters between Specialists and program participants. In response to this challenge, the TIES Program, a promising home visiting approach, created an encounter form to document components of encounters. Inclusion of encounter details, goal areas of focus, and encounter activities, allows this form to (1) promote fidelity in implementing home visiting innovations and (2) identify core elements of home visiting. Encounter forms are completed by both the Family Support Specialist and the Parent Resource Specialist.

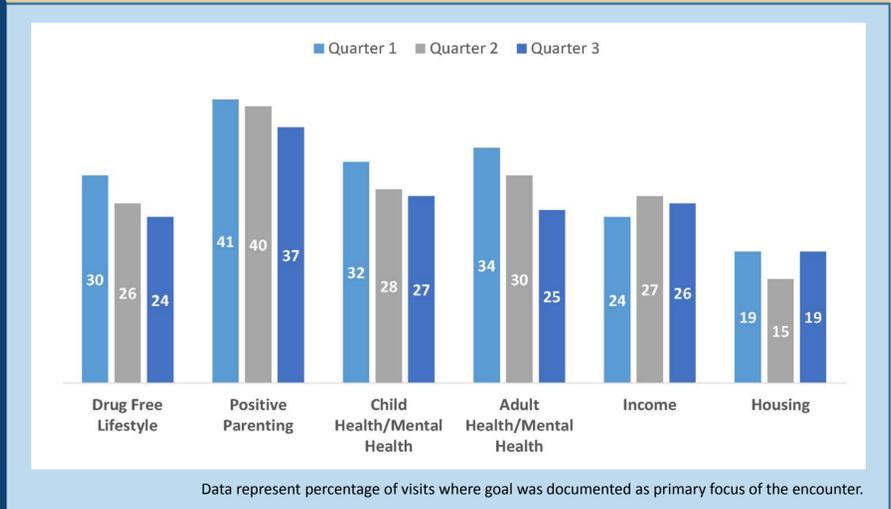
The goal of TIES is to identify and support pregnant/postpartum women and their families affected by substance abuse to promote child development and healthy family functioning. The comprehensive TIES Program targets intervention to improve (a) parent gains toward a drug-free lifestyle; (b) parenting skills and capacity to support child development; (c) parent response to child health/mental health care needs; (d) parent response to self-health/mental health care needs; (e) access to adequate, stable income; and (f) access to stable, safe, and affordable housing. Progress on goals, as assessed by the Family Support Specialist and participant, serves as a framework for interactions.

Methods

To increase accountability for participant outcomes, a continuous quality improvement and performance monitoring process provided opportunity for reflection upon systems and implemented processes. Quality improvement activities included use of participant level encounter data to inform program level practice. Data is completed by Specialists after each visit and compiled quarterly by evaluators.



Primary Goal Focus of Encounters



Results

Quarterly discussions included reflection upon data, participant characteristics, and contextual factors to make plans for change. Discussions between evaluators and Specialists resulted in (1) realization that not all Specialists were defining activities in the same way and that (2) additional activity choices needed to be added. To address these results, a definition guide for activities was created.

Fidelity Measurement

ORIGINAL TIES FAMILY ENCOUNTER FORM

PARTICIPANT INFORMATION

Last Name: _____ First Name: _____ ID: _____

TIES Staff: _____ Role: FSS PSR Other

VISIT INFORMATION

Date: _____

Present at Visit: Mother Father Index Child

Other Relative: _____ Other Children: _____

Other Agency Staff: _____ Other: _____

Location (s) (at least 50% of time together): _____

Home Auto Other Agency Multiple

FOCUS ON PROGRAM GOALS

Goal	Primary	Secondary	Minimal or Not Addressed
Positive gains toward recovery (a drug-free lifestyle)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Positive parenting skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate health/mental health care services for child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical/mental health care needs for parent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequate stable income for family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stable, safe housing for family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ACTIVITIES

Activity	Yes	No
Assessed physical environment for safety	<input type="checkbox"/>	<input type="checkbox"/>
Reviewed progress and next steps for family plan	<input type="checkbox"/>	<input type="checkbox"/>
Addressed barriers to family plan implementation	<input type="checkbox"/>	<input type="checkbox"/>
Scheduled or completed assessments	<input type="checkbox"/>	<input type="checkbox"/>
Scheduled or attended appointments	<input type="checkbox"/>	<input type="checkbox"/>
Encouraged positive parenting interactions	<input type="checkbox"/>	<input type="checkbox"/>
Provided educational information	<input type="checkbox"/>	<input type="checkbox"/>
Held conference planning meeting:	<input type="checkbox"/>	<input type="checkbox"/>
IFSP meeting	<input type="checkbox"/>	<input type="checkbox"/>
FST meeting	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>
Provided injury prevention materials	<input type="checkbox"/>	<input type="checkbox"/>
Provided information regarding benefit of inter-birth spacing	<input type="checkbox"/>	<input type="checkbox"/>
Created IPV safety plan	<input type="checkbox"/>	<input type="checkbox"/>
Discussed child growth and development	<input type="checkbox"/>	<input type="checkbox"/>
Completed video recording	<input type="checkbox"/>	<input type="checkbox"/>
Reviewed video recording	<input type="checkbox"/>	<input type="checkbox"/>
Encountered unplanned or emergency event	<input type="checkbox"/>	<input type="checkbox"/>
Other (please list):	<input type="checkbox"/>	<input type="checkbox"/>

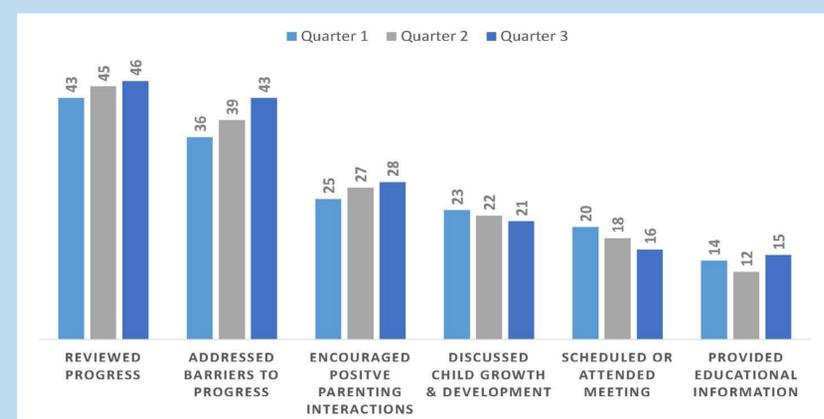
SUMMARY OF VISIT

Data for Reflection

Specialists are provided encounter data that include descriptions of the duration, focus, and activities that take place during visits. Data are shared at the program and Specialist level. The following program level data include 53 participants who are served by 6 Family Support Specialists and 2 Parent Resource Specialists.

Quarter	Number of Visits	Mean Duration	Mode
1	553	80 minutes	60 minutes
2	547	73 minutes	60 minutes
3	555	72 minutes	60 minutes

Most Frequent Activities



Defined Mother/Child Focused Activities

Mother/Child Focused Activities	Defined Mother/Child Focused Activities
Assessed physical environment for safety	Conducted visual scan of possible safety hazards; Identified hazards and developed plan for remediation
Reviewed progress and next steps	Discussed how plans are going; Review of appointments taking place between visits; Check on status of homework
Addressed barriers to family goals	Attempted remediation of problems brought up in the review of progress; Problem-solving
Scheduled assessments or appointments	Scheduled assessments or appointments such as: medical, drug treatment, WIC, Infant-Toddler Services/First Steps, child protection, court, emergency assistance, shelters, childcare, education/schools, and employment
Completed/Attended assessments or appointments	Includes gathering historical information at enrollment and conducting standardized assessment tools Attending or completing assessments or appointments such as: medical, drug treatment, WIC, Infant-Toddler Services/First Steps, child protection, court, emergency assistance, shelters, childcare, education/schools, and employment
Encouraged positive parenting interactions	Discussed interactions between caregivers and children; modeled adult-child interactions; KIPS video review; problem-solved for positive interactions during difficult situations. May include proactive and reactive discussion of parenting interactions.
Provided educational information	Provided information around a specific topic area(s) such as: hygiene, safe sleep, SIDS, impact of second-hand smoke, substance abuse, etc.
Held IFSP conference planning meeting	IFSP conference planning meeting was held.
Attended FST/Case Review conference planning meeting	Attended child protection staffing; Case Review in KS or Family Support Team in MO
Encountered unplanned or emergency event	Original visit plans are changed due to an unplanned or emergency event.
Other	Provide a description of the "other" activity.
Provided injury prevention materials	Provided information/documents specific to injury prevention.
Provided info re benefit of inter-birth spacing	If specific birth control information is provided, be sure to also mark, "Provided educational information."
Discussed Child Growth and Development	Discussed developmental milestones for any child in the home, or for more than one child. Also includes discussions with the child's teacher.
Video recorded	Completed the KIPS assessment. In the case of a joint visit, only the PRS will document this activity.
Video reviewed	Reviewed the KIPS video with the family.
IPV Safety Plan	Created or reviewed IPV Safety Plan. A DOVE score of 1 or greater should result in the completion of a Safety Plan.
Addressed child welfare issues	Addressed or discussed child welfare issues
Addressed criminal issues	Addressed or discussed criminal issues
Addressed childcare/educational issues	Addressed or discussed childcare/educational issues
Provided concrete assistance	Paying bills, providing household supplies, providing supplies for children, etc.
Provided transportation	Provided transportation to appointments, work, child's school, relative's home, store, etc.

Next Steps

Encounter activity data will be reviewed to evaluate how definitions changed activity identification on the encounter form. Primary goal areas of focus captured on encounter form will be compared to progress of TIES participants on program goals.

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¹ This project was supported by Grant Nos. X02MC19397 and X02MC23105 from HHS, HRSA, MCHB, MIECHV (Title V, SSA). Grantees undertaking projects under government sponsorship are encouraged to express freely their findings and conclusions. Points of view or opinions do not, therefore, necessarily represent official positions of HRSA, Kansas Department of Health and Environment, Children's Mercy Hospital, or University of Missouri-Kansas City.