

California Home Visiting Program
State General Fund (SGF) Evidence-Based Home Visiting (EBHV)
Scope of Work
July 1, 2023- June 30, 2024

			SPHN, Program Manager, or Supervisor	NFP: Submission of NFP Implementation Plan as requested by CHVP. PAT: Submission of Affiliate Plan as requested by CHVP
1.6	Develop and implement home visiting policies and procedures	1.6. (a) Develop local policies and procedures related to home visiting; review annually and update as needed	MCAH Director or Designee SPHN, Program Manager, or Supervisor	Submission of policies and procedures annually with status report
		1.6. (b) Conduct an annual review of CHVP policies and procedures	MCAH Director or Designee SPHN, Program Manager, or Supervisor	Confirmation of CHVP P&P review with status report
1.7	Accurately collect and submit participant data using selected home visiting	1.7. (a) Implement all CHVP policies and procedures relating to screening and assessment tools into home visiting practice	SPHN, Program Manager, or Supervisor	Submission of timely and accurate data

California Home Visiting Program
State General Fund (SGF) Evidence-Based Home Visiting (EBHV)
Scope of Work
July 1, 2023- June 30, 2024

	model and CHVP-required documents	1.7. (b) Adhere to all CHVP policies and procedures relating to data collection and standardization	SPHN, Program Manager, or Supervisor	Submission of timely and accurate data
		1.7. (c) Comply with NFP Data Collection Documentation, CHVP HFA Data Collection Manual, or PAT Data in Motion	SPHN, Program Manager, or Supervisor	Submission of timely and accurate data

Technical Assistance (TA) Requirements				
1.8	Participate in Technical Assistance activities to support program implementation and improvement goals	1.8. (a) Participate in quarterly technical assistance (TA) meetings	SPHN or Program Manager	Participation in quarterly technical assistance (TA) meetings
		1.8. (b) Utilize the CAB to inform and address quality improvement projects and decisions	SPHN or Program Manager	Submission of Community Advisory Board (CAB) meeting materials (CAB roster, agenda, and minutes) with status report
		1.8. (c) Utilize data to inform and improve program activities	SPHN or Program Manager	Submission of CQI plans, data, and information as requested by CHVP

California Home Visiting Program
State General Fund (SGF) Evidence-Based Home Visiting (EBHV)
Scope of Work
July 1, 2023- June 30, 2024

Goal 2: Integrate the home visiting program into the local early childhood system				
#	Objective	Activities	Responsible Party	Deliverables
2.1	Collaborate with local early childhood system partners to ensure a continuum of services for families	<p>2.1. (a) Meet and work with local early childhood system partners to coordinate services to families</p> <p>2.1. (b) Maintain a CAB that meets at least quarterly to establish appropriate linkages to referral and service systems, including local early childhood system partners</p>	<p>MCAH Director or Designee</p> <p>SPHN, Program Manager, or Supervisor</p>	<p>Submission of Community Advisory Board (CAB) meeting materials (CAB roster, agenda, and minutes) with status report</p> <p>Submission of MOUs and/or informal agreements with status report</p>
2.2	Pursue, develop, and maintain relationships with local service agencies, hospitals, and referral resources to facilitate recruit participants	2.2. (a) Develop Memorandum of Understanding (MOU) agreements and/or informal written agreements (e.g., letters of support) with community agencies and service providers	<p>MCAH Director or Designee</p> <p>SPHN, Program Manager, or Supervisor</p>	<p>Submission of MOUs and/or informal agreements with status report</p> <p>Submission of outreach log annually with status report</p>