

Home Visit Progress

****For Home Base Educators Only****


***BEFORE you begin...**

**Refer to your
ChildPlus Training
Manual starting on
page 95 on how to
schedule Home Visits,**




**or the training video
“Scheduling Home
Visits” in the staff
online training
library.**



John Doe x +

 **John Doe's Family** ▾

Male DOB: 2/24/17 1y 4m CPID: 1055
Enrolled 7/1/18 (12d) Year 3

Flags    Save

EHS 2018 - 2019 • Test Site • Test Classroom • <none>

Application Enrollment **Family Services** Health Immunizations Disability Mental Health Education Attendance


Events Family Outcomes Family Services Information HV Form Parent Engagement Survey

Family Services Events Options Add Event

Date ▾	Event	Description	Associated With	Progress	Time	Case Worker	Actions
7/02/18	Home Visit (Educational H		John Doe	In Progress	3 h 0 m		9
3/29/18	Communication Log		John		0 h 0 m		0

***In the Family Services' Events tab, you will have one event listed as "Home Visit (Educational Home Base ONLY)" for each program year.**

John Doe x +



John Doe's Family ▼

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3/29/18	Communication Log		John		0 h 0 m		0

*The Progress of that one event will be “In Progress” throughout the entire program year.

*The only times that status will change is:

- ~ when a family drops, then you change the status to “Dropped- Incomplete”
- ~ at the end of the program year, then you change the status to “Completed”

John Doe
+



John Doe's Family

Male
DOB: 2/24/17
1y 4m
CPID: 1055

Enrolled 7/1/18 (12d)
Year 3

EHS 2018 - 2019 • Test Site • Test Classroom • <none>

Application
Enrollment
Family Services
Health
Immunizations
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OptionsAdd Event

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***Click on the Home Visit (Educational Home Base ONLY) event to get to your list of scheduled Home Visits.**

Home Visit (Educational Home Base ONLY)

Initial Date

7/2/18

[Schedule Home Visits](#)

Associated With

John Doe

Progress

In Progress

Date Closed

Actions

Remove Future Home Visits

Add Action

Scheduled	Action Date	Action Type	Description	Status	Case Worker	Referred To	Time
7/30/2018		Direct	Home Visit 5		Hill, Kelly		1h 30m
7/23/2018		Direct	Home Visit 4		Hill, Kelly		1h 30m
7/16/2018		Direct	Home Visit 3		Hill, Kelly		1h 30m
7/9/2018	7/10/2018	Direct	Home Visit 2	Completed	Hill, Kelly		1h 30m
7/2/2018	7/2/2018	Direct	Home Visit 1	No Child Conta...	Hill, Kelly		1h 30m

Delete Event and Actions

Save

Cancel

*This screen will appear. Click on the drop down menu for progress options.

*Select "In Progress".

*The progress will remain as "In Progress" until the family drops or the program year ends. In those cases, you will change the progress in this one spot, and add the Date Closed.

*The Date Closed would be the last day of the program year, or the date the family dropped from the program.

Home Visit (Educational Home Base ONLY)



Initial Date

7/2/18

[Schedule Home Visits](#)

Associated With

John Doe

Progress

In Progress

Date Closed

Actions

[Remove Future Home Visits](#)

[Add Action](#)

Scheduled	Action Date	Action Type	Description	Status	Case Worker	Referred To	Time
7/30/2018		Direct	Home Visit 5		Hill, Kelly		1h 30m
7/23/2018		Direct	Home Visit 4		Hill, Kelly		1h 30m
7/16/2018		Direct	Home Visit 3		Hill, Kelly		1h 30m
7/9/2018	7/10/2018	Direct	Home Visit 2	Completed	Hill, Kelly		1h 30m
7/2/2018	7/2/2018	Direct	Home Visit 1	No Child Contact	Hill, Kelly		1h 30m

[Delete Event and Actions](#)

[Save](#)

[Cancel](#)

*Each individual Home Visit is listed in the Actions section of this page.

*Each action will have its own status documented under this one Home Visit event.

Questions?

**Contact your supervisor
for additional guidance.**