

200-40 FAMILY TRANSITION PLANS

PURPOSE

To ensure that California Department of Public Health (CDPH)/California Home Visiting Program (CHVP) families¹ are provided with appropriate referrals to needed resources and services prior to completion of, or dismissal from, a home visiting program.

POLICY

CDPH/CHVP local health jurisdictions (LHJs) must assess the needs of families approaching program completion or dismissal of home visiting services and provide support in the transition to community services.

PROCEDURE

- I. CDPH/CHVP LHJs must develop a transition plan for families at three to six months prior to the date of their planned exit or according to model guidance. LHJs will refer families to other services throughout the duration of home visiting services, as needed.
- II. The home visitor must make active efforts to find suitable and available resources for families and make referrals to such services with their permission. Referral resources may include other home visiting programs, early childhood services, preschool or kindergarten entry, and any other beneficial service.
 - A. If possible, the transition plan must be developed with the active participation of the family.
 - B. Home visitors must obtain verbal or written consent from the family prior to making any referral.
 - C. Home visitors will make *warm transitions* of the family to the resource provider via in-person, telephone, videoconferencing, or email contact, as needed.
- III. LHJs must maintain model fidelity and adhere to all model requirements and recommendations related to transition planning and services and ensure CDPH/CHVP requirements are incorporated.

¹ CDPH/CHVP will use the term family/families when referring to the recipient(s) of CDPH/CHVP services.

RESOURCES TO CONSIDER FOR REFERRAL OF FAMILIES

- Childcare
- Preschool
- Health-related services
- Mental health services and supports
- Public benefits
- Programs serving children with special needs
- Parenting resources
- Social groups for parents and/or children
- Employment resources
- Immigration resources
- Education resources
- Substance use disorder services
- Housing
- WIC

REFERENCE

- DEFINITIONS
 - Engaged Family: participants who are enrolled in the home visiting program and have maintained consistent services
 - Disengaged Family: participants who are enrolled in the home visiting program but have not maintained consistent services
- CDPH/CHVP Scopes of Work
- Healthy Families America (HFA) Best Practice Standard 4-4
- HRSA requirement: HRSA 2022 NCC Update guidance (pg. 30) [Maternal, Infant, And Early Childhood Home Visiting Program Formula Awards - FY 2022 Non-Competing Continuation Update \(NCC Update\) \(hrsa.gov\)](#)
- PAT Supervisor's Handbook, Sample Policies & Procedures, Transition Planning and Exit Policy