



<b>Department:</b> ERSEA	<b>Effective Date:</b> 01/26/2018	<b>Procedure Number:</b> 5230
<b>Regulation Number:</b> 1302.22	<b>Regulation Topic:</b> Home-Based Option	<b>Procedure Title:</b> Home-Based Participation
<b>Version:</b> 1:1		<b>Version:</b> 09/26/2018(original) <b>Date:</b> 9/26/18

**Procedure:**

MAHS home-based programs will incorporate within their organization the following to track and monitor home-based participation:

- Early Head Start programs will have one home visit per week per family for at least 90 minutes and provide a minimum of 46 visits per year.
- Head Start programs provide one home visit per week per family for at least 90 minutes and provide a minimum of 32 visits per year.
  - Programs are expected to reschedule agency based cancellations.
  - When necessary, to meet the minimum required home visits the program will offer to make up a missed home visit when the absences are a result of a family cancellation.
- Early Head Start must have a minimum of 22 group socialization activities per year.
- Head Start must have a minimum of 16 group socialization activities per year.
- Programs must develop a system of tracking for home visits and group socializations.
- All documentation of the home visit must be entered in ChildPlus according to the ChildPlus manual.