

Siskiyou Action/Implementation Strategic Working Plan Home Visiting Systems Coordination (HVSC) Initiative Fiscal Year 2022-2024

TFFF HVSC Desired Priority Outcomes:

1. Strong trusting relationships between all Home Visiting (HV) models and cross sector partners.
2. High functioning Home Visitation coordination governance system.
3. High functioning communication plan among cross sector partners.
4. Principles and Premises of Family Support are adopted by all family serving organizations funded by First 5 and part of the HVSC partnership. All staff of identified partners are trained on the principles of family support in the first six months of employment.
5. Increased training opportunities for parents to engage in systems, advisories, as well as decision making and program improvement efforts.
6. All family serving organizations funded by First 5 have parent advisories to participate in program planning, decision making and improvement efforts.
7. HV partners, First 5 grantees and other family serving organizations with MOUs with HVSC use shared intake/referral processes.
8. Child serving health care providers are aware of family support services including Home Visitation programs

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Time Frame: April 2022 – April 2023

Date: 4/1/2022

FOCUS AREA	SPECIFIC ACTIONS	LEAD PERSON	SUPPORT TEAM	WHEN	COMPLETED
Coordinated referral bucket 1. HV partners, First 5 grantees and other family serving organizations with MOUs with HVSC use shared intake/referral processes.	Siskiyou Families Help Me Grow (HMG) Coordinated Referral Form & Process				
	1. Share and request feedback on updated HMG Referral form with HV Advisory members	Michelle	First 5 Administer Assistant (F5 AA), Advisory members	In progress	
	2. Make edits to the HMG coordinated referral form.	F5AA		April 2022	
	3. Share updated coordinated referral form with HV Gathering members and HMG partners	Michelle		April 2022	
	4. Update referral process in Apricot360 online database system	Michelle	Karen, ASR, Resource Center staff, Apricot360 support staff	April/May 2022	
	5. Review changes with ECS/FRC staff	Michelle	Resource Center EDs, F5AA	May 2022	
	6. Ongoing connection with WIC, Dignity Health Mercy Medical Center and other referring partners/organizations about referrals.	Michelle	Karen	Ongoing	
	7. Ongoing connection with FRCs Early Childhood Specialist (ECS) to ensure smooth process for families and identify lessons learned.	Michelle/ Karen	Quality Counts (QC) Coordinator/F5AA/Resource Center Staff/Apricot360 lead	Ongoing	
	8. Continue to share referral form with new partners.	Michelle/ Karen	HV partners, QC coordinator, ECSs, Resource center staff	Ongoing	
	9. Evaluate Apricot360 HMG referral process to ensure closed loop process and identify areas of effectiveness and improvements with the system.	Michelle	Karen/ASR/PSU/ECSS, Apricot 360 lead	May/June 2022	
10. Work with ASR to aggregate referral connection rate, services					

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	accessed/used and additional services identified within Apricot360	Karen	Michelle, ASR, Apricot Lead	Sept 2022	
	11. Update HMG referral policies and procedures to include lessons learned and Apricot360.	Michelle	Karen/F5 AA, ECSs	July 2022	
	12. Implement needed changes in Apricot360 to enhance HMG referral process.	Michelle	Karen/ASR/Apricot lead	July 2022	
	13. Generate HMG referral monthly reports in Apricot360	Michelle	F5 AA/Apricot lead	Monthly	
	14. Review monthly reports with First 5 team, HV Advisory and key partners	Michelle	Karen/Advisory members	Monthly	
	15. Collaborate with Quality County Siskiyou Coordinator to create plan and reach out to medical clinics/communities.	Michelle	Karen/QC Coordinator	April 2022	
	16. Build relationships with Strengthening Families/Child Abuse Prevention Collaborative (CAPC) partners and other partners	Michelle	Karen	Ongoing	
	17. Participate in HMG and system building learning opportunities	Michelle	Karen/QC Coordinator	Ongoing	
	Coordinated referral process for Happy Camp (HC)				
	18. Update referral form for HC Community	F5AA	Michelle/HC Community Center (HCCC) ED	April 2022	
	19. Identify additional key medical and cross sector partners in HC area	HCCC ED	Michelle	May/June 2022	
	20. Connect with CalWorks to discuss caseloads and outreach efforts in HC	Michelle	CalWorks HV	May 2022	
	21. Ongoing connection with HCCC's Early Childhood Specialist & ED to ensure smooth process for families and identify lessons learned/best practices	Michelle	HC ECS	Ongoing	

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	22. Gather feedback from partners and families in HC community	HCCC ED	Michelle	Aug 2022	
	23. Create draft policy and flow for coordinated referral in HC	Michelle	F5 AA	July 2022	
	24. Share form and process with advisory group and key partners.	Michelle	HCCC ED	May 2022	
	25. Evaluate coordinated referral process with HC resource center in Apricot360	Michelle	HCCC ED, ASR, Apricot360 Lead, HC ECS	July 2022	
	26. Ongoing connection with key partners and medical community	HCCC ED	Michelle, Karen, HC ECS	Ongoing	
	27. Make edits to referral form, process and policy, as needed	Michelle	F5 AA	As needed	
	28. Celebrate successes	Michelle	All involved	Spring 2023	
	Coordinated referral process for Tulelake				
	29. Connect with Tulelake Resource Center director to discuss referral process in Dorris/Tulelake/Klamath/Modoc areas	Michelle	Modoc HV partners	June 2022	
	30. Connect with MEHS ED and HV Supervisor to discuss referral process and additional needs	Michelle	MEHS	July 2022	
	31. Create draft referral form and process for Tulelake/Dorris Area	Michelle	Tulelake/Dorris/Modoc partners	Sept 2022	
	32. Continue active involvement with Modoc HV & Community UpLift collaboration efforts.	Michelle	Tulelake/Dorris/Modoc partners	Ongoing	
	33. Identify additional regional ECE, medical and other key cross sector partners and organizations serving pregnant moms in Tulelake/Dorris area..	Michelle	Tulelake/Dorris/Modoc partners	Aug 2022	
	34. Attend regional meetings for Modoc/Klamath/Tulelake area.	Michelle	Tulelake/Dorris/ Modoc Partners	As needed	

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	35. Share form and process with advisory group and key partners.	Michelle	Karen, Modoc Partners	Sept 2022	
	36. Key partners approve final referral form and process	Michelle	Modoc Partners	Oct 2022	
	37. Outreach to medical community and partners serving pregnant moms and families with young children	Michelle	Karen, Tulelake/Dorris/Modoc Partners/QC Coordinator	Winter 2022	
	38. Gather feedback from partners and family in Tulelake/Dorris community	Michelle	F5AA	Fall 2022	
	39. Ongoing connection with key stakeholders and partners	Michelle	Tulelake/Dorris/ Modoc Partners	Ongoing	
	40. Make edits to referral form, process and policy, as needed	Michelle	Tulelake/Dorris/ Modoc Partners	As needed	
	41. Celebrate successes	Michelle	All involved	Spring 2023	
	Integrating ASQ & HMG efforts into coordinated referral efforts				
	42. Reconnect with WIC, SUD (Toby), CPS regarding ASQ screening partnership	Michelle	Karen	June 202	
	43. Create MOUs with participating organizations, as needed	Michelle	Karen, F5AA	As needed	
	44. Formalize and/or create policies and procedures ASQ screenings and follow up efforts.	Michelle	QC Coordinator	Fall 2022	
	45. Support ECS with ASQ trainings and outreach	Michelle	Karen, QC Coordinator	Ongoing	
Internal Communication	Parent and Family Voice				
	1. HV Advisory members to review parent engagement/family	Michelle	Advisory Members, Karen	June/July	

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<p>1. Strong trusting relationships between all Home Visiting models and cross sector partners.</p> <p>2. High functioning Home Visitation coordination governance system.</p> <p>3. High functioning communication plan among cross sector partners.</p> <p>4. Principles and Premises of Family Support are adopted by all family</p>	<p>voices toolkits, Principles and Premises of Family Support concepts and other resources</p>			2022	
	<p>2. Develop parent engagement/family voices standards plan to ensure voices are incorporated in all levels of system building</p>	Michelle	F5 AA, Advisory Members	Aug/Sept 2022	
	<p>3. Support family serving organizations funded by First 5 to have parent advisories to participate in program planning, decision making and improvement efforts.</p>	Michelle	Karen, First 5 funded partners	Ongoing	
	<p>HV Program Data Collection</p>				
	<p>4. Create a tracking document to monitor HV program caseloads, openings, and waitlist.</p>	Michelle	F5 AA, PSU	April 2022	
	<p>5. Gather feedback HV Program caseload document with advisory members</p>	Michelle	F5 AA, HV Partners	April 2002	
	<p>6. HV Programs to enter data monthly and discuss during advisory meetings.</p>	Michelle	F5 AA, HV Partners	Monthly	
	<p>HVSC MOA/MOUs</p>				
	<p>7. Update HVSC MOA with Health and Human Services Public Health Division</p>	Michelle	Karen	June 2022	
<p>8. Collaborate with Modoc HV and Community Uplift to embedded Siskiyou HMG referral system</p>	Michelle	Karen, First 5 Modoc, Community Uplift			
<p>9. Ensure HV partners, First 5 grantees and other family serving organizations with current MOUs with HVSC use shared intake/referral processes</p>	Michelle	Karen, Partners	As needed		

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<p>serving organizations funded by First 5 and part of the HVSC partnership. All staff of identified partners are trained on the principles of family support in the first six months of employment.</p> <p>6. All family serving organizations funded by First 5 have parent advisories to participate in program planning, decision making and improvement</p>	<p>Onboarding Template</p> <ol style="list-style-type: none"> 1. Update Siskiyou HVSC information to onboarding template 2. First 5 HVSC team to review HVSC onboarding materials 3. Share with new partners. <p>Resource Center Partnership and linkage to services</p> <ol style="list-style-type: none"> 1. Work with HV Advisory to create a protocol on HV Program knowledge and referral as it relates to SCRC. (include Michelle O. in HV Advisory) 2. Establish effective internal protocol to include a method of communicating warm hand offs and follow ups. 3. Add language to new First 5 grants to support referral efforts, if needed. <p>HV/EC Gatherings/Advisory/Leadership meetings (See Internal Communication Plan for additional details)</p> <ol style="list-style-type: none"> 1. Minimum of six HV Gatherings/year 2. Monthly advisory meetings, in person or zoom 3. Leadership Meetings twice a year 	<p>Michelle</p> <p>Karen</p> <p>Michelle</p> <p>Michelle</p> <p>Michelle</p> <p>Karen</p> <p>Michelle</p> <p>Michelle</p> <p>Michelle</p>	<p>F5 AA</p> <p></p> <p>Advisory Team</p> <p>SCRC ED, HV Advisory</p> <p>SCRC ED, ECS</p> <p></p> <p>F5 AA</p> <p>F5 AA</p> <p>F5 AA</p>	<p>May 2022</p> <p>May 2022</p> <p>As needed</p> <p>June 2022</p> <p>July 2022</p> <p>June 2022</p>	

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efforts.					
Community Awareness 1. Child serving health care providers are aware of family support services including Home Visitation programs	Updating First 5 Siskiyou Website				
	1. Review current HVSC page on First 5 Siskiyou website.	Michelle	Karen	July 2022	
	2. Identify areas for updating.	Michelle	Paula	July 2022	
	3. Communicate with Paula regarding requested changes.	Michelle	Advisory Members	Aug 2022	
	4. Review website changes and share with HV partners and gather feedback.	Michelle	Paula	Sept 2022	
	5. Communicate recommended changes to Paula	Michelle		Sept 2022	
	First 5 Siskiyou Parent/Family Survey				
	6. Review First 5 Siskiyou Parent/Family Survey (ARS) with First 5 Siskiyou team, HV collaborative members and partners.	Karen	ASR, Collaborative members	May/June 2022	
	7. Identify and share key takeaways from survey	Karen	Michelle	June 2022	
	Community Awareness				
8. Share HMG referral system at Strengthening Families/CAPC meeting and partners.	Michelle	Karen	October 2022		
9. Collaborate with QC Coordinator for outreach efforts to medical community, Partnership Health of CA and other providers	Michelle	Karen, QC Coordinator	Jan/Feb 2023		
10. Collaborate with partners and parents to create community awareness plan	Michelle	Paula, Collaborative members, Hv partners	Mar/April 2023		

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	11. Implement community awareness plan	Michelle	Karen, First 5 team	Ongoing	
	12. Strategically promote First 5 family programs that include communication pathways (Dolly Parton, Ready4K, monthly campaign, etc) into outreach efforts	Michelle	Karen		
Professional Development 1. Principles and Premises of Family Support are adopted by all family serving organizations funded by First 5 and part of the HVSC partnership. All staff of identified partners are trained on the principles of family support in the first six months of employment.	1. Further development and restructure of PD Plan to include Principles and Premises of Family Support, Strengthening Families Framework, and parents to engage in systems, advisories, as well as decision making and program improvement efforts	Michelle	Karen, F5 AA, Advisory members	Nov 2022	
	2. Update plan incorporating suggested changes	Michelle	First 5 AA	Jan 2023	
	3. Present to HV Advisory Team for review and feedback	Michelle		Feb 2023	
	4. Coordinate with HVSC Leadership, HV Advisory Team and Home Visitors to identify PD training topics requested	Michelle	Karen	Ongoing	
	5. Continued coordination of county-wide, PD trainings for HVSC/ECE and other family support stakeholders	Michelle	Karen	Ongoing	
	6. Coordinate with UCSF FAN Trainers for further support on FAN implementation, reflective supervision and support	Karen			
	7. Continued coordination with UCSF IEMH project for implementation of training plan/offerings	Karen		Ongoing	
	8. Create partnership with OPEC HUB in regard to training coordination for cross-region	Karen	Michelle	June 2022	
	9. Collaborate with PSU, OPEC, and ASR to create an evaluation plan for PD.	Michelle	Karen, F5AA	May 2022	

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2. Increased training opportunities for parents to engage in systems, advisories, as well as decision making and program improvement efforts					