



## **Home-based FACE Participation Agreement Program Year 2021-2022**

Home-based FACE parent educators schedule a full week of personal visits. The FACE Guidelines require that actively enrolled families receive and participate in 75% of their scheduled visits and FACE Family Circles. Parent educators' schedules are fully booked and time is valued, as other families are waiting to enroll, we ask that you help us by reading and agreeing to the following:

### **I agree to:**

- Keep scheduled home visits.
- Call or leave a message if I can't have my visit, and schedule a make-up visit within the same week.
- Participate in FACE Family Circles every month
- Participate in annual screenings; development, health, hearing and vision screenings.
- Provide a safe environment for the weekly visit by not allowing drugs and alcohol in the home and by restraining possibly dangerous animals.

### **I understand that:**

- FACE Bucks will be given for participating in each home visit, attendance at FACE Family Circles, screenings; writing a FACE Parent Essay, setting goals and meeting goals. These bucks can be redeemed for items at the FACE Parent Store.
- During participation in Home-based FACE, routine information will be collected and stored electronically and in paper form in a secure office setting. This includes health-related information, screenings, family-centered assessments, referrals, and recommendations you and your child(ren) receive. The information obtained is confidential. However, a parent educator is a state mandated reporter of child abuse or neglect, domestic violence, elder abuse, or intent to harm self or others. With the exception of this type of information, all information will be kept confidential and will not be released outside the program without your written permission or a court order.
- To help make sure families are getting quality services, our PAT FACE Technical Assistant from the Parents as Teachers National Center (PATNC) will review family files. These file reviews are done to understand how our program is doing as a whole – they do not focus on individual family situations. The Technical Assistant keeps information from the file reviews confidential and does not use names or other identifying information in any reports.
- After 3 missed visits with no contact with the Parent Educator, a letter will be sent informing the family they will be moved to a waiting list status.

- By providing your consent, your individual information may be shared with an evaluator in order to analyze and report on the impact of the program. This includes information on the PAT services provided to your family, information you provided to the Parent Educator about your family, and information on forms you filled out as a participant in the FACE program. For reporting purposes your data will be summarized, de-identified (this means that your name and any information that personally identifies you will not be connected to the data). If you agree to participate, an evaluator will collect your information until you stop participating in either the program or the evaluation.

**We (Parent Educators) agree to:**

- Work with you to schedule your regular visits for the best time and day to meet your needs.
- Keep scheduled home visits.
- Call or leave a message if we can't provide a visit, and schedule a make-up visit.
- Provide developmental, health, hearing and vision screenings.
- Provide necessary links to community resources.
- Provide a FACE Family Circle every month: parenting skills, child development, parent-child activities, make-it-and-take-it activities, connections with other families and community resources.
- Enroll your child in the Imagination Library.

**I have read, understand, and agree to the above.**

Signatures:

\_\_\_\_\_, Parent(s) or legal guardian

Date: \_\_\_\_\_

\_\_\_\_\_, Parent(s) or legal guardian

Date: \_\_\_\_\_

\_\_\_\_\_, Parent Educator

Date: \_\_\_\_\_