

ATTACHMENT C

Scope of Work CalWORKs
Home Visiting Program
Siskiyou County

**SISKIYOU COUNTY HEALTH & HUMAN SERVICES AGENCY
EMPLOYMENT AND TEMPORARY ASSISTANCE**

CalWORKs PROCEDURE

SUBJECT: CalWORKs Home Visiting Program **TRANSMITTAL** 2019-01
DATE: 01/15/19
AUTHOR: SE
Rev: 04/04/19; 11/05/19;
02/25/20; 06/22/20;
06/29/2020 by JK
Rev: 6/30/2022 by JGF

IMPLEMENTATION DATE: 07/01/2022

REFERENCE: Senate Bill (SB) 840, All County Welfare Directors Letter (ACWDL) 07/31/2018, 04/25/2019, County Fiscal Letter (CFL) 18-19-49, All County Letter (ACL) 19-42, 19-42E, 19-82 and All County Information Notice I-56-19

PURPOSE: The purpose of the CalWORKs Home Visiting Program (HVP) is to support positive health, development, and well-being outcomes for pregnant and parenting women, families, and infants born into poverty, expanding their future educational, economic, and financial capability opportunities, and improving the likelihood that they will exit poverty.

BACKGROUND: Senate Bill 840 (Chapter 29, Statutes of 2018), or the Budget Act of 2018, appropriated approximately \$26.9 million for January 1, 2019 through June 30, 2019. The Public Health Department (PHD) is the lead division for HVP and will work closely with the Social Services Department (SSD) to administer the program.

Funding for HVP will be used to provide counties with resources to offer home visiting services to a member of a CalWORKs assistance unit or an apparently eligible CalWORKs assistance unit that is pregnant or a parent or caretaker relative of a child less than 24 months of age at the time the individual enrolls in the program. A county may serve additional eligible CalWORKs and Cal-Learn participants as long as the county continues to offer and provide home visiting services to the target population noted above. Services to additional participants must be approved by the PHD before a referral is sent.

A member of the assistance unit does not need to be eligible for, nor is required to participate in, the Welfare-to-Work program in

order to receive home visiting services.

PRIMARY PROGRAM COMPONENTS:

Voluntary Evidence-Based Home Visitation

CalWORKs and Cal-Learn participants electing to participate in the HVP will receive coaching and guidance through regular, planned home visits. Participants will obtain information about strategies to improve their family's health and provide better developmental opportunities for their children. CalWORKs and Cal-Learn participants will also receive information that will connect them to an array of employment and other services. Home visitors will provide resources directly and refer families to services so that families can receive the support they need. If a family chooses to participate in this program, their participation shall not affect their application for aid nor eligibility for any other CalWORKs or Cal-Learn benefits, supports, or services.

Case Management Services

HVP activities include assessing the family's needs, developing a service plan, monitoring progress in achieving plan objectives, and ensuring the provision of all services specified in the plan. The plan should build on the strengths established during the home visiting period, and the family's associated connections to child care.

Coordination with County Staff

PHD shall coordinate closely with SSD CalWORKs staff. Close coordination and communication between PHD and SSD staff is essential to ensure that families have access to services without adding any additional burdens to the customers or duplication of processes and services by the SSD or PHD.

Enrollment in Early Learning Programs

High-quality early learning programs have a demonstrated ability to improve both short-term and long-term outcomes for children with unmet needs. PHD will encourage families to enroll their child(ren) in high-quality early learning settings, participate in playgroups, or engage in other child enrichment activities. Parents will have an opportunity to select from high-quality early learning settings that may provide developmental screenings and assessments, and offer a core curriculum that is developmentally, culturally, and linguistically appropriate. If a parent volunteers in the early learning setting, these hours shall count towards their allowable activities under their Welfare-to-

Work (WTW) plan. Children enrolled in an early learning setting through the HVP may remain enrolled for up to 3 years.

The procedure listed below is subject to change as regulation or policy changes occur.

PROCEDURE:

<u>Responsibility</u>	<u>Actions</u>
<p>CalWORKs Eligibility Worker (CW EW)</p>	<p>When in contact with the customer during a CalWORKs (CW) Recertification (RE) or CW Intake the CW EW will explain the HVP program and CW eligibility requirements. The CW EW will provide the CW HVP Informing Notice CW 2224 (Attachment 1) to the customer. CW EW will review the HVP Informing Notice with the customer and offer a referral. (Please note that HVP services may be discussed and offered during any client contact such as report of pregnancy.)</p> <p>If the client elects to participate in the HVP program, and the individual is:</p> <ul style="list-style-type: none"> • Pregnant or a parent or caretaker relative of a child 24 months or less of age at the time the individual enrolls in the program; and • A member of a CalWORKs assistant unit. <p style="text-align: center;">OR</p> <p>Referrals may be offered on a case by case basis where there are extenuating circumstances if the individual is:</p> <ul style="list-style-type: none"> • The parent or caretaker relative for a child-only case; or • An individual who is apparently eligible for CalWORKs. <p>If the CW EW is meeting with the client in person, the CW EW will assist the client in completing the 2nd page of the HVP Informing Notice, image it into the case and narrate that the client has opted in to HVP. If the CW EW is completing a telephone interview with the client, the CW EW will review the 2nd page of the HVP Informing Notice and narrate that the customer was informed about HVP and that the customer opted in or declined a referral.</p> <p>The CW EW will enter HVP information into C-IV indicating that HVP services have been offered and if the client accepts or declines the offer. Follow the steps below to enter information into C-IV:</p> <p><u>Access the Home Visiting Detail Page</u></p> <ol style="list-style-type: none"> 1. In case select Eligibility in the global navigation bar. 2. Select Case Summary in the local navigation bar. 3. Select Home Visiting in the task navigation bar.

	<p><u>Add a Home Visiting Program Record</u></p> <ol style="list-style-type: none"> 1. On the Home Visiting List page: <ol style="list-style-type: none"> a. Click the Add button. 2. On the Home Visiting Detail page: <ol style="list-style-type: none"> a. Enter the date the HVP referral was offered in the Date Offered text box. b. Select Yes or No from the Accepted Offer drop-down box. c. Enter the same date in the Begin Date text box if displayed. d. In the Person section, select the Person from the Name drop-down box. e. Click the Add button and repeat step 2d to add another person. f. Click the Save and Return button. <p>If the client requests a referral, the CW EW will provide the customer with the CW HVP Brochure (Attachment 2) and complete the CW HVP Referral Form (Attachment 3) with the client. A passport to services will be attached to the HVP Referral Form. The CW EW will interoffice mail the referral form and passport to services to the PHD upon CalWORKs approval. If the referral is urgent, the CW EW may email the form to the group email PHD homevisiting@co.siskiyou.ca.us which is located in Outlook Global Address. The EW will narrate the HVP contact, offer of referral, entry into C-IV and completion of referral to HVP.</p> <p>NOTE: When completing the referral, the CW EW will indicate if the household is Federal (Aid Code (A/C) 30, 33 or 35), Non-Federal (A/C 32) or Non-Federal, Non-MOE (A/C K1 or 3F).</p>
<p><u>Responsibility</u></p>	<p><u>Actions</u></p>
<p>Employment and Training Worker (ETW) or Human Services Social Worker (HSSW)</p>	<p>If the employment and training worker (ETW) or human services social worker (HSSW) identifies a client that meets the criteria discussed in the CW EW section above and participation in the HVP program would benefit as part of their WTW/Family Stabilization (FS) plan, then a referral may be completed.</p> <p>The ETW/HSSW will enter HVP information into C-IV indicating that HVP services have been offered and if the client accepts or declines the offer. Follow the steps below to enter information into C-IV:</p> <p><u>Access the Home Visiting Detail Page</u></p> <ol style="list-style-type: none"> 1. In case select Eligibility in the global navigation bar. 2. Select Case Summary in the local navigation bar. 3. Select Home Visiting in the task navigation bar.

	<p><u>Add a Home Visiting Program Record</u></p> <ol style="list-style-type: none"> 1. On the Home Visiting List page: <ol style="list-style-type: none"> a. Click the Add button. 2. On the Home Visiting Detail page: <ol style="list-style-type: none"> a. Enter the date the HVP referral was offered in the Date Offered text box. b. Select Yes or No from the Accepted Offer drop-down box. c. Enter the same date in the Begin Date text box if displayed. d. In the Person section, select the Person from the Name drop-down box. e. Click the Add button and repeat step 2d to add another person. f. Click the Save and Return button. <p>If the customer requests a referral, the ETW/HSSW will provide the client with the CW HVP Brochure (Attachment 2 or 2A) and complete the CW HVP Referral Form (Attachment 3) with the client. A passport to services will be attached to the HVP Referral Form. The ETW/HSSW will interoffice mail the referral form and passport to services to the PHD. If the referral is urgent, the ETW/HSSW may email the form to the group email homevisiting@co.siskiyou.ca.us which is located in Outlook Global Address. The ETW/HSSW will narrate the HVP contact, offer of referral, entry into C-IV and completion of referral to HVP.</p> <p>NOTE: When completing the referral, the ETW/HSSW will indicate if the household is Federal (A/C 30, 33 or 35), Non-Federal (A/C 32) or Non-Federal, Non-MOE (A/C K1 or 3F).</p> <p>If the HSSW is completing the referral, the HSSW will indicate the name of the ETW on the referral form.</p> <p>The ETW will include any hours spent participating in the HVP program in the customer's WTW Plan. The ETW will provide all necessary supportive services in coordination with the PHD.</p>
<p><u>Responsibility</u></p>	<p><u>Actions</u></p>
<p>Public Health Home Visitor (PHHV)</p>	<p>Once the CalWORKs/Cal-Learn HVP Referral Form has been received by the PHD HV an initial assessment will be completed. The initial screening and assessment will include but is not limited to:</p> <ul style="list-style-type: none"> • assessing the family's needs; • developing a case plan; • monitoring progress in achieving case plan objectives; • ensuring the provision of all services specified in the case plan (the case plan should build on the strengths established during the home visiting period and the family's associated connections to child care); and

	<ul style="list-style-type: none"> referrals to community resources, outside agencies, and early learning settings. <p>The PHD HV will make a determination on how many hours the client is participating in the above listed services and whether the client is accepted into the program. If the client is not accepted the PHD HV will re-refer the client back to the CW EW, ETW or HSSW. The determined amount of hours, acceptance, or denial of services will be sent back to the CW EW, ETW or HSSW via fax, interoffice mail, or email on a CW HVP Transmittal (Attachment 4). The CW HVP Transmittal will be sent on a weekly basis to the ETW or HSSW for participation tracking.</p>
<p><u>Responsibility</u></p>	<p><u>Actions</u></p>
<p>CalWORKs Eligibility Worker (CW EW)</p>	<p>If the CW HVP Transmittal is received by the CW EW and it indicates the client is receiving services, the CW EW will review the case to see if an ETW has been assigned to the case. If there is an ETW, the CW EW will forward the CW HVP Transmittal to the ETW.</p> <p>If review of the case shows the client is not a participant in WTW and does not have an ETW, the CW EW will edit the C-IV HVP Record and add in the date of the first home visit for each member of the AU in the C-IV case.</p> <p>If the CW EW is notified that the client has been discontinued from HVP, the CW EW will end date the HVP Record in C-IV.</p> <p>If CalWORKs/Cal-Learn is discontinued for a household with HVP, the worker must end date the HVP program in C-IV.</p>
<p><u>Responsibility</u></p>	<p><u>Actions</u></p>
<p>Employment and Training Worker (ETW)</p>	<p>When the CW HVP Transmittal is received by the ETW and it indicates the client is receiving services, the ETW will edit the C-IV HVP Record and add in the date of the first home visit for each member of the AU in the C-IV case.</p> <p>The ETW will update the WTW Plan based on the information received from the PHHV.</p> <p>When creating the activity:</p> <ul style="list-style-type: none"> The activity Category is "Family"; The activity Type will be "Home Visiting Program". <p>An appointment for a WTW Reappraisal will be sent if:</p> <ul style="list-style-type: none"> The customer did not show to the HVP assessment appointment; The CW HVP Transmittal indicates the client is being re-referred to the ETW; or If the client is not meeting the HVP scheduled hours of participation.

	<p>If the client does not attend the WTW Reappraisal appointment the ETW will start the good cause determination and non-compliance process. <i>Participation in the HVP program is voluntary.</i></p> <p>NOTE: Clients who are in Welfare to Work (WTW) exempt status may volunteer to participate in HVP services. For WTW exempt volunteers there will be no hourly participation requirement. The ETW will still be required to create a WTW Plan and offer supportive services to customers who are WTW exempt volunteers and involved in HVP activities. A WTW Plan is only required when the customer is being provided supportive services. If no supportive services are provided, the client will work directly with the PHD HV.</p>
<p><u>Responsibility</u></p>	<p><u>Actions</u></p>
<p>CalWORKs/WTW (CW/WTW) Supervisor and Program Manager (PM)</p>	<p>The CW/WTW Supervisor and PM will meet monthly or as needed with the PHHV or HVP Supervisor for data collection and program discussion.</p>

Assigning Hours in WTW Plan

All HVP hours, including hours spent directly with the home visitor (home visiting sessions) and any hours spent volunteering in an early learning setting must be assigned in the customer’s WTW plan, and counted toward meeting the assistant unit’s (AU’s) participation requirements, when applicable. *(CW HVP customers are not required to participate in WTW or develop a WTW plan in order to participate in the HVP).*

Building the WTW Plan

Hours in HVP activities for CW’s clients participating in WTW voluntarily or as a mandatory participant may be assigned on either the left (CW minimum standards) or right (CW federal standards) side of the WTW plan.

CalWORKs Minimum Standards (left side)

- Activity: Job search and job readiness – For assignment of home visiting sessions.
- Activity: Other activities necessary to assist in obtaining employment – For HVP activities that do not meet the definition of activities assigned to CW federal standards.

CalWORKs Federal Standards (right side)

- Activity: Job search and job readiness – For assignment of home visiting sessions.
- Activity: Community services, work experience (WEX), or job search

and job readiness – For assignment of volunteer hours at an early learning center.

NOTE: Job search and job readiness may be counted for four weeks (120 hours) and six weeks (180 hours) total in a 12-month period for CW federal standards. WEX is initially limited to 12 months, but may be extended at the discretion of the county and WTW participant.

CalWORKs time limits associated with CW federal standards or the WTW 24 Month Time Clock will not prevent CW clients from accessing HVP; when these time limits have been exceeded, counties may assign HVP as "Other activities necessary to assist in obtaining employment" on either the left or right side of the plan.

Supportive Services

Clients may be eligible to CW WTW supportive services. For HVP clients in WTW, supportive services for HVP must be included in the WTW plan. If supportive services are not available for HVP activities needed to meet WTW requirements, the customer must be given good cause.

For HVP clients who are not eligible to WTW supportive services, home visitors will provide information, resources, and referrals to other community resources for services. The PHD HV will be informed that the customer is not eligible on the CW HVP Transmittal Form.

Cal-Learn Rewards and Sanctions

CalWORKs/TANF clients qualify and must participate in the Cal-Learn Program if they live in the same household as their child, are under 19 years, do not have a high school diploma or GED and are not in foster care. Cal-Learn rewards good school performance and penalizes poor school performance. Cash bonuses are issued to Cal-Learn recipients based on grades that are received and reported on the school report card. A bonus of \$100 is added to the family's grant for each report card period. If the client receives below the grade "D" or they fail to turn in the report card each time it is issued, \$100 will be taken away from the recipient's grant for each report card period. If the recipient graduates from high school they will receive a bonus of \$500.

\$500 Material Goods Funds

Households participating in HVP are eligible to \$500 for the purchase of material goods related to care, health, and safety of the child and family. The \$500 cumulative total is only available one time and does not reset annually or otherwise. Some examples of appropriate uses of material goods funds include, but are not limited to: child safety kits, car seats, appliance repairs, adaptive equipment for children with disabilities, and resources related to child and family language or literacy needs.

The Public Health Department (PHD) has established a process for these purchases and will be responsible for tracking each household's \$500 expenditures. When a purchase is made, PHD will forward a copy of the Green Claim Form (that is submitted

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to Fiscal) to the EW/ETW/HSSW with the monthly CW HVP transmittal form. The EW/ETW/HSSW will image the Green Claim Form into the customer's case.

Federal Reporting & Work Participation Rate (WPR)

HVP participation in home visiting sessions and/or volunteering in an early learning setting may be counted for WPR. Customers engaged in HVP may meet the definition of a work-eligible individual (WEI) and be included in the TANF sample.

Home visiting sessions may be counted as job search and job readiness for up to 180 hours total in a 12-month period. Beyond this time limit, counties are encouraged to report home visiting session hours as "Other activities that directly lead to unsubsidized employment".

Volunteer hours in an early learning setting may be counted as community service, WEX, or job readiness.

For purposes of federal reporting, when a customer is not meeting the core hourly requirement, as may happen with voluntary placements in HVP, counties are encouraged to report participation hours in federally reportable activities as "Work Activities Other Than Those Specified Above."

ATTACHMENTS:

Attachment 1. CW HVP Opt-In Form (CW 2224)
[G>NOA>Forms>CalWORKs>HVP Informing Notice](#)

Attachment 2. CW HVP Brochure
[G>NOA>Forms>CalWORKs>CW HVP Brochure](#)

Attachment 3. CW HVP Referral Form
[G>NOA>Forms>CalWORKs>CW HVP Referral](#)

Attachment 4. CW HVP Transmittal

Attachment 5. CW HVP Job Aid

Attachment 1. CW HVP Informing Notice

State of California – Health and Human Services Agency

California Department of Social Services

CALWORKS HOME VISITING PROGRAM (HVP)

You may be eligible to participate in Home Visiting

ABOUT THE CALWORKS HOME VISITING PROGRAM

- The CalWORKs Home Visiting Program is a voluntary program that pairs you with a trained professional who makes regular visits to your home to provide guidance, coaching, access to prenatal and postnatal care, early learning resources, and other health and social services for you and your child.
- Your family may be eligible to receive these home visiting services for up to twenty-four months or until your child's second birthday, whichever is later.

BENEFITS OF HOME VISITING

- Your family may receive many positive benefits from participating in home visiting including improving your ability to:
 - Keep you and your baby healthy;
 - Be the best parent you can be;
 - Cope with stress in healthy ways;
 - Support your child's development;
 - Obtain employment and training opportunities;
 - Obtain referrals to benefits and resources available for you and your children; and
 - Enroll in high-quality child care services at no cost to you.
- A home visitor will provide you with support, guidance, coaching, and connections to important resources that help improve your families' health education, social, economic, and financial future.

PROGRAM ELIGIBILITY

- To be eligible for home visiting services you must be:
 - a member of a CalWORKs assistance unit who is pregnant, or
 - a parent or caretaker relative of a child less than twenty-four months old at the time of enrollment, or
 - pregnant and have applied for CalWORKs aid within 60 calendar days prior to reaching the second trimester of pregnancy and would be eligible for CalWORKs aid other than not having reached the second trimester of pregnancy, or
 - apparently eligible for CalWORKs aid.
- If you do not meet the criteria listed above, you still may be eligible to participate depending on your location. Please discuss your options with you CalWORKs eligibility worker.

State of California – Health and Human Services Agency

California Department of Social Services

CALWORKS HOME VISITING PROGRAM OPT-IN FORM

To volunteer to participate in the program, sign and return this form to your worker.

HOME VISITING PROGRAM PARTICIPATION REQUEST

I would like to volunteer to participate in the CalWORKs Home Visiting Program and understand that I may voluntarily terminate home visiting services at any time.

I volunteer to receive home visiting services for my child(ren) listed below:

Print Name of Child (Age)	Print Name of Child (Age)	Print Name of Child (Age)

I am pregnant. My approximate due date is _____.

I do not want to volunteer to participate in the Home Visiting Program at this time but understand that I may volunteer to participate in home visiting in the future by informing my worker, who will determine if I am still eligible to participate.

Reason(s) for declining home visiting services:

- Currently receiving home visiting services.
- Do not feel program will provide any benefits.
- Not interested in receiving home visiting services.
- Other: _____

By signing this form, I understand the following:

- The information I provided will be shared with the home visiting agency program so they can contact me and schedule a time for the visits to begin.
- I certify that I am pregnant or the parent or caretaker relative of the child(ren) listed above.
- This program is 100% voluntary, and I can cancel home visiting services at any time by notifying the County Welfare Department or home visiting agency in writing.
- This authorization expires two years from the date of signature unless revoked earlier.
- A copy of this form was offered or provided to me, and
- Participation in this program shall not affect my eligibility for any other CalWORKs benefits, supports, or services, including welfare-to-work exemptions.

Case Name	Case Number
Name of Parent or Caretaker Relative	Phone
Signature of Parent or Caretaker Relative	Date
Name of County Contact	Phone
Signature of County Contact	Date


Attachment 2. CW HVP Outreach Flyer

According to Nurturing Parenting curriculum philosophy,

"Research shows..."
 What a child experiences in their first years of life makes a big impact on how their brain develops and how they interact with the world throughout their life."

"Benefits of Home Visiting..."
 Individualized resources for you, your baby, and your family to enhance and support your baby's healthy development."

"Cultural Competency Vision..."
 All cultures are openly welcomed and valued. Multiculturalism is appreciated and practiced to enhance the value of our work through respectful curiosity of one another's culture and developing a reciprocal relationship of mutual caring and learning. All families deserve the same opportunities to succeed, regardless of any demographic, geographic, or economic considerations."





"Parenting isn't a practice... It's a daily learning experience."



When we parent, we are parenting the world and its future."



STANISLAUS COUNTY

CalWORKs HOME-VISITING PROGRAM (HVP)



Stanislaus County

Health and Human Services Agency
 Public Health Division
 810 S. Main St.
 Yreka, CA 96097
 Phone: (530) 841-2139
 Fax: (530) 841-4052
 Email: Homevisiting@co.stanislaus.ca.us

For Referrals Call:
 (530) 841-2139
 OR
 Email:
 Homevisiting@co.stanislaus.ca.us

Revised 07/21/21

BENEFITS OF HOME VISITING:

Your family may receive many positive benefits from participating in home visiting including:

- Support during pregnancy.
- Learn skills to strengthen family relationships.
- Obtain connections to helpful resources in our community.
- Receive information about your baby's growth and development.
- Get information about resources to make your home safer for your baby.
- Learn new parenting skills.
- Learn about tools to better manage stress levels.
- Receive positive impacts on your child's development.
- Acquire information about new employment opportunities.
- Find out about referrals and resources for you and your child.
- Find out about opportunities for your child to enroll in high-quality child care services, playgroups or other enrichment activities to give your child(ren) the best start in life.



PROGRAM GOALS AND SERVICES:

Improve maternal health

- Education around healthy pregnancy and management of complications.
- Support/reinforce a plan for prenatal care and specialty referrals.
- Assess and support positive relationships.

Improve infant health

- Infant assessment at each visit.
- Breastfeeding support.
- Education and support related to infant care, feeding, and safety.

Optimal infant development

- Physical and developmental screenings.
- Referral for further evaluation of areas of concern.

Strengthen family

- Referrals to community resources.
- Assess and promote positive problem solving and stress management skills.
- Strength-based approach to goal setting.

WHO CAN ENROLL?

- You are a CalWORKs recipient, you live in Siskiyou County AND
- Pregnant or Parent/Caretaker of a child 24 months or less.



FAQ'S:

Q: What is home visiting?

A: Home visiting is a voluntary program that will pair you with a nurse or a trained professional who makes regular visits in your home to provide guidance, coaching and access to prenatal and postnatal care, and other health and social services.

Q: Is there a cost for this program?

A: There is **NO COST** for this program.

Q: How often does the Home Visitor contact me?

A: Once a week to once a month, depending on your needs.

Q: How long will I receive this benefit?

A: Your family may be eligible to receive these home visiting services for three years.

Attachment 2A CW Cal-Learn Outreach Flyer

Additional Services

You may be able to get other services to support yourself and your family while you work on your Cal-Learn goals. Additional services may include:

WIC

The Women, Infants and Children program, better known as WIC, is a supplemental food and nutrition program that may provide you with nutrition education, healthy foods and breast-feeding advice.

CalFresh

Through this program you may get assistance to purchase food for your family.

Medi-Cal

Through Medi-Cal you may receive prenatal health care and a check-up after your baby is born. You may also be eligible for general health care. Your baby may also receive medical services such as immunizations and well-baby care.



Family Planning Services

Once your baby is born, you will want to consider your birth control options. No-cost and low-cost family planning services are available to help you do just that.

Your doctor can advise you as to which birth control method is best for you. It's important to note that women can get pregnant again while breast-feeding their baby.

Other support services may also be available. Talk to your case manager for more information and assistance.



County Stamp Box

For more information about Cal-Learn, contact:



Reach For Your Dreams with Cal-Learn



A statewide program to help pregnant and parenting teens who are receiving CalWORKs/TANF complete high school, become independent and form healthy families.

All persons in the photographs are models and used for illustrative purposes only.



State of California
Health and Human Services Agency
Department of Social Services
FUS 367 (04/13)



What is Cal-Learn?

Cal-Learn is a statewide program for pregnant and parenting teens, both moms and dads, who receive CalWORKs/TANF. It is not a school. The goal of Cal-Learn is to help teens graduate from high school, become independent and form healthy families.

Do I have to Participate?

If you are a pregnant or parenting teen receiving CalWORKs/TANF, you must participate in Cal-Learn. Some teens can become exempt from the program or delay participating under special circumstances.

To Qualify for Cal-Learn you must:

- live in the same household as your child
- be under 19 years of age
- not yet have a high school diploma or GED
- not be in foster care



For more information and details about your participation in Cal-Learn talk to your county Cal-Learn program staff.

Getting Your Diploma

Once in Cal-Learn you will get a case manager who will help you develop a plan to finish high school or earn a GED. If you are not currently attending school, your case manager will assist you in getting back into school or find the right school to meet your needs. The program includes:



Assessment determine what services and support you need so you can meet your educational goals.

Develop a plan so you can receive the services you need and get into school.

Take action to put you on the road to reaching your goals.

Tracking to ensure you are making progress toward your diploma or GED and meeting other goals.

Periodic plan review to identify what works and what doesn't.

Earn a Cash Bonus or a Sanction

Cal-Learn rewards good school performance and penalizes poor school performance.

Do well and earn a bonus:

Receive good grades and turn in your report card each time it's issued = \$100 added to your family's grant for each report card period.
Graduate from high school = \$500 to you.

Do poorly and earn a sanction:

Receive below a D average or fail to turn in your report card each time it's issued = \$100 taken away from your family's grant for each report card period.

Case Management for Your Success

Your case manager will help you with more than just school. A wide range of support services may be available to help you meet the challenges you face as a teen parent such as:

Child Care Expenses

The Cal-Learn program may help pay for child care while you attend school. If you are working and going to school, you may also qualify for child care while you are at work.

School Expenses

The GED test, books and lab fees are some of the things that the Cal-Learn program may help you buy for school.

Transportation expenses

You may be able to get help paying for transportation to get to and from school.

Support Services

Your case manager may provide you with referrals to other agencies dealing with a variety of concerns you may face including:

- legal issues
- domestic violence
- health issues
- housing

Attachment 3. CW HVP Referral Form



CalWORKs Home Visiting Program (HVP)

For CalWORKs/Cal-Learn participant(s) who are pregnant or within the first 24 months after the birth of a baby

DATE: _____

FILLABLE-ELECTRONIC-VERSION

This program is for CalWORKs/Cal-Learn recipients who are pregnant or within the first 24 months after the birth of the baby.

If you have any qualification questions, please give us a call at:

530-841-2139



Sarah Zwetsloot, RN, BSN, PHN
MCAH Director
(530)-841-2130

Jeanna Frost, MPH
Home Visitor
(530)-841-2139

NAME: _____ CASE #: _____

Type of Client: Federal Non-Federal Non-Federal, Non-MOE

NAME OF CHILD: _____ DOB: _____

OR

DELIVERY DUE DATE: _____

HOME # _____ CELL # _____
(Please enter both phone numbers for contact, if applicable)

BEST TIME TO CALL? _____ PRIMARY LANGUAGE: _____

The client is aware of the CalWORKs Home Visiting Program referral, and is interested in being contacted regarding Home Visiting? YES

CalWORKs-REFERRAL SOURCE: _____

STAFF NAME: _____

PHONE: _____

PASSPORT TO SERVICES ATTACHED? YES DATE SENT: _____

EMAIL, FAX, MAIL, or PHONE to:
 Siskiyou County Public Health
 CalWORKs Home Visiting Program
 810 South Main St., Yreka, CA 96097
 Ph: 530-841-2134 Fax: 530-841-4092 Email: homevisiting@co.siskiyou.ca.us

Office-Use-Only

CONTACTS AND DISPOSITION: _____

Revised 3/8/22

Attachment 4. CW HVP Transmittal



CalWORKs Home Visiting Initiative Transmittal
810 South Main Street, Yreka, CA 96097
Ph: 530-841-2139
Fax: 530-841-4092

Worker Name: _____

Phone: _____

Reply Notification

Date: _____

To: _____
Worker Name

Customer Name: _____ Case#: _____

Welfare to Work customer

ATTENDANCE: Evaluation Period _____ to _____

Assessment Scheduled on _____

Customer attended their scheduled appointment on _____

Customer did not attend their scheduled appointment on _____

Attendance: ____/____ Weekly Meetings

Attendance: ____/____ hours per week

Attendance: ____/____ Early Learning Setting hours per week

Customer has stopped attending classes. Date last attended: _____

Customer is Re-Referred to Worker.

PARTICIPATION:

GOOD FAIR POOR

PROGRESS:

GOOD FAIR POOR

PLAN UPDATE - Contact customer as they are involved in services as indicated below:

Mental Health Services

Substance Abuse Services

Other activity: _____

Comments: _____

Staff Name: _____ Staff Phone #: _____

SWTW 106 (01/2019)

Attachment 5. CW HVP Job Aid

CalWORKs Home Visiting Initiative (HVI) Job Aid

What is HVI?

- A two-generational voluntary program model that connects new parents with a nurse or other trained professional who makes regular visits to the client's home to provide guidance, coaching, access to prenatal and postnatal care, and other health and social services.

HVI Clients in Welfare-To-Work (WTW)

- May be mandatory or voluntary WTW participants.
- Are not required to sign a WTW plan but are encouraged to do so if they are voluntary WTW participants.
- May be eligible for the full array of supportive services, including child care, transportation, ancillary services, and diaper assistance for clients with young children.

WTW Plan Allowable Activities in HVI

CalWORKs Minimum Standards (Left Side of the WTW Plan)	CalWORKs Federal Standards (Right-Side of the WTW Plan)
<p>Other activities necessary to assist in obtaining employment</p> <ul style="list-style-type: none"> • For assignment of home visiting session (when job search and job readiness time limits are exhausted) • For assignment of volunteer hours in an early learning setting if unable to assign as community service or work experience 	<p>Job search and job readiness</p> <ul style="list-style-type: none"> • For assignment of home visiting session or volunteer hours at an early learning setting <p>Community service, work experience, or job search and job readiness</p> <ul style="list-style-type: none"> • For assignment of volunteer hours at an early learning setting

How to Count Hours in HVI for Purposes of Work Participation Rate (WPR)

HVI participation in home visiting sessions and/or volunteering in an early learning setting may be counted for WPR. Clients engaged in HVI may meet the definition of work-eligible individuals as described in ACL 18-70, and be included in the TANF sample.

Counting Hours in HVI for WPR	Home Visiting Sessions	Volunteer Hours in an Early Learning Center
Activities Meeting WPR*	Job search and job readiness (Four consecutive weeks, 120 hours, and six weeks total, 180 hours, in a 12-month period)	Community Service, work experience (WEX), or job readiness
Activities Not Meeting WPR (Despite not meeting WPR, counties are encouraged to report all hours of participation)	Work Activities Other Than Those Specified Above	Work Activities Other Than Those Specified Above

*For clients not meeting the core hourly requirement, counties are strongly encouraged to report participation hours in federally reportable activities as "Work Activities Other Than Those Specified Above."