

**County of San Diego, Health and Human Services Agency (HHS) (HHSA)**  
**CalWORKs Program Guide**

**CalWORKs Home Visiting Program (HVP)**

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**Revision Date:**

January 1, 2023

**Background:**

HVP is a voluntary evidence-based program model that pairs new parents with a nurse, or other trained professional who makes regular visits in the participant's home to provide guidance, coaching, access to prenatal and postnatal care, and other health and social services. HVP is not an entitlement program and will remain as funding and slots are available.

**Purpose:**

The purpose of the HVP is to support positive health, development and well-being outcomes for pregnant and parenting women, families, and infants born into poverty. The long-term goals for program participants include expanding their future educational, economic, and financial opportunities, stabilizing families and improving the likelihood of exiting poverty. This section is being revised to incorporate an increase, effective July 1, 2022, to the material goods fund limit from \$500 to \$1,000.

**Policy:**

**Eligibility Criteria**

To be eligible for HVP, the customer must be pregnant or a parent or caretaker relative of a child less than 24 months of age at the time of enrollment in HVP and must be one of the following:

- A member of the CalWORKs Assistance Unit (AU)
- The parent/caretaker relative for a child-only case
- A pregnant individual who has 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
- An individual who is apparently eligible for CalWORKs aid
- A CalWORKs applicant who has begun receiving HVP services and subsequently is denied or chooses to withdraw their application, can continue receiving HVP services, if no other home visiting program services are available
- An individual who is in the Cal-Learn program

This program can serve participants for up to 24 months or until the child's second birthday, whichever is later.

**Voluntary Evidence-Based Home Visitation**

Participation in HVP is **voluntary**. If customers choose to participate in this program, their participation will not affect their CalWORKs eligibility, benefits, supports, or services. Customers may enter and exit the program based on their needs and if they meet HVP eligibility criteria.

Home visitors will provide resources directly and refer customers to services so that they can receive the support they need. Customers participating in HVP will receive:

- Coaching and guidance through regular, planned home visits
- Information about strategies to improve their family's health and provide better developmental opportunities for their children

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- Information that will connect them to an array of employment and other services

Note: Home visits will not be random or unannounced.

### Case Management Services

The county and home visiting agency will establish a collaborative case management plan. These activities include assessing the family's needs, developing a case plan, monitoring progress in achieving case plan objectives, and 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 childcare.

### Coordination with County Staff

Home visitors will coordinate closely with county (Eligibility/Employment Services (ES)) staff. Close coordination and communication are essential to ensure that customers have access to services without adding any additional burdens to the customers or duplication of processes and services by the county or home visiting agency.

### 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. The home visitors will encourage customers to enroll their children in high-quality early learning settings, participate in playgroups, or engage in other child enrichment activities. Customers 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 customer volunteers in the early learning setting, these hours will count towards their allowable activities under their ES plan. Children enrolled in an early learning setting through the HVP, may remain enrolled for 24-months regardless of the customer's participation in activities.

### Cultural Competency Minimum Requirements

Establishing minimum training standards as a basis for ensuring cultural sensitivity, understanding, and decision making, should be embedded in the overall principles of home visiting practices.

### ES Participation Hours

Participation in ES is not a requirement to receive HVP services. However, if the customer is participating in ES, the hours spent directly with a home visitor (home visiting sessions) and, if applicable, the hours spent volunteering in an early learning setting under HVP must be assigned in the customer's ES or Cal-Learn Plan. Supportive services for HVP activities must be included in their Plan. ES staff must communicate and coordinate with the HVP service provider to monitor and verify participation and address any issues or concerns regarding the customer.

### Work Participation Rate (WPR)

HVP participation in home visiting sessions and volunteering in an early learning setting may be counted for WPR. Home visiting sessions may be counted as Job Search and Job Readiness for four consecutive weeks (120 hours) and six weeks (180 hours) total in a 12-month period, in accordance with federal reporting instructions. Beyond this time limit, home visiting session hours are to be reported

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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.

Supportive Services

For HVP customers in ES, supportive services for HVP must be included in the ES plan (mandatory or voluntary), where a plan has been developed. If supportive services are not available for HVP activities needed to meet ES requirements, good cause must be given.

Customers in ES sanction and in a plan to have aid restored may receive supportive services. For HVP customers who are not eligible for supportive services, home visitors will provide information, resources, and referrals to other community resources for services.

Material Goods

HVP participants are eligible to receive material goods for items of need for the health and safety of the child and family. The material goods will be purchased by the HVP contractors and provided to the customer when a need is identified. The material goods are:

- For items for care, health, and safety of the child and family
- Not to exceed the amount limit for each family served by HVP (as instructed below) throughout the length of the customer’s engagement in HVP

Material goods fund limit:

- \$500 through June 30, 2022 (ACWDL dated April 25, 2019)
- \$1,000 effective July 1, 2022 (ACL No. 22-86)

Note: Families who are currently enrolled in the program and have reached the \$500 material goods limit may receive an additional \$500 in material goods if they are otherwise eligible

- To be offered as needed
- Cumulative per case and do not reset annually or otherwise (including instances of Inter-County Transfers)

Some examples of appropriate uses of material goods funds include, but are not limited to child safety kits, car seats, cribs, diapers, formula, appliance repairs, adaptive equipment for children with disabilities, resources related to child and family language or literacy needs. The funds may be spent on food if it is an immediate need for the family. The customer will be informed of other food assistance programs for which they may be eligible, including but not limited to CalFresh.

The funds are not intended to be an incentive for the customer to participate, but rather a response to the family’s specific needs. Not all families’ needs will fall into the scope of these funds, but if an appropriate family need is identified, an effort will be made to offer material goods to the family.

In circumstances where the parent or assisted caretaker relative has been removed from the AU or exits the CalWORKs program, voluntary HVP services may continue until the completion of the program or until the parent or assisted caretaker relative terminates their own participation. In this case, if the parent or caregiver continues participating in HVP, they would still be eligible for HVP services including the material goods.

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The county and home visiting agency may incorporate participation of the noncustodial parent of a child who is a member of an AU into HVP services. This offer is subject to the permission of the custodial parent and further mutual agreement of the custodial and noncustodial parents. The material good must not exceed \$1,000 total per case between the custodial and non-custodial parents.

The material goods funds must never be issued directly to customers (via Electronic Benefit Transfer (EBT) card, gift cards, vouchers, or cash). Rather, a home visitor will observe a situation and engage in discussions with customers regarding items which are necessary for the positive health and safety of the child and family. The home visiting agency will purchase the items and then submit a copy of the purchase order to the county, and requests reimbursement of the funds used to purchase items for the customer. The material goods must be tracked in case documentation.

**Impacts:**

**Informing Notice and Request to Opt-In to HVP Form**

- CW 2224 - CalWORKs Home Visiting Program (HVP)  
The CW 2224 serves both as notification and for customers to submit requests in writing.
- Home Visiting Initiative (HVI) Flyer  
This flyer serves as HVP outreach to customers and to encourage them to participate.

Both the form and flyer must be provided to customers at application, annual redetermination, or any time home visiting services are requested.

**Procedure:**

- CalWORKs Processing Guide 10-009.A1 - Home Visiting Program Referral Procedures

**References:**

- Welfare & Institutions Code (W&IC) Article 3.4. (11330.6 – 11330.9)
- Senate Bill (SB) 840, Chapter 29, Statutes of 2018, SB 80, Chapter 27, Statutes of 2019
- Assembly Bill (AB) 1811, Chapter 35, Statutes of 2018
- All County Welfare Directors Letter (ACWDL), dated July 31, 2018; ACWDL, dated April 25, 2019
- All County Letter (ACL) No. 19-42, ACL No. 19-42E, 20-13, 22-86
- All County Information Notice (ACIN) No. I-4-20

**Sunset Date:**

This policy will be reviewed for continuance by January 31, 2026.

**Approval for Release:**

 , 1-9-23

Rick Wanne, Director  
Self-Sufficiency Services