

Home Visitor Rating Scale (HoVRS)

Head Start Performance Standard

§ 1302.92 (c)

Policy

Home Visitor Rating Scales (HoVRS) observation tool is used to assess how education staff support parent-child interactions in our Home-based and Coffee Creek programs. Community Action uses data from HoVRS observations to identify strengths and areas for growth as well as to inform plans for training and professional development.

Procedure

- Formal HoVRS observations occur once each year, at least 2 months into the program year.
- Formal observations may be done in person, via live video, or video recording.
 - If observations are done via live video feed or video recording, staff will sign the **Audio and Video Release for Staff** form. The form will be added as an attachment to their personal file in ChildPlus, after which the original may be shredded. A new form must be signed each program year.
 - The adult family members participating in the observed home visit will sign the **HB-CC Participation and Release of Audio and Video** form. The form will be added as an attachment to the child's file in the Education Tab of ChildPlus. A new form must be signed after one calendar year.
- The Education Services Supervisor, Full-Year Education Specialists, Home Based and Coffee Creek Program Area Supervisors (PAS) will become HoVRS reliable.
- Formal HoVRS observations will be conducted by staff who are reliable and work with the Home Based and Coffee Creek programs.
- The observer will complete **HOVRS Formal Observation Summary**, which will include observed strengths with specific examples from the observation.
- The observer will review HoVRS summaries with the Home Visitor/Coffee Creek Staff within two weeks of the observation. The conversation may take place in-person, virtually, or by phone depending on the schedules and needs of the staff member and the observer.
 - During the summary meeting the observer will ask the Home Visitor/Coffee Creek Staff what they liked about their home visit and what they would add or change to their home visit (The questions on the front of the HoVRS Observation Form) The observer will offer to connect them with their assigned Education Specialist where they can establish coaching or can be connected to resources and/or strategies they can use to grow their skills.
- The observer will enter the specific HoVRS observation scores into the HoVRS Module of ChildPlus. The HoVRS observation packet and summary will be sent to the Education Specialist supporting that staff member. See **Formal HoVRS Observation Protocol**.