



Statewide Data Collection for Home Visiting, FY 2015

Frequently Asking Questions

1. What is the purpose of this data collection process?

One of the mandates from the Home Visiting Accountability Act of 2012 is a report of all State-funded home visiting programs to the Governor and the legislature at least every two years. The Act requires that all programs report on standard measures, allowing Maryland to view home visiting through a single lens.

2. How should we complete and submit the data?

To submit the data, use the SurveyMethods link provided below.

<http://www.surveymethods.com/EndUser.aspx?B195F9E0B9F6ECE0B7>

3. Funding question 1: What if a federal source is passed through the State?

Please count this as federal funding. For example, MIECHV funding is funding that is passed through DHMH. This option to count MIECHV as federal funding has been revised in the current data collection tool.

Funding question 2: How should I represent funds received through the Local Management Board (LMB) or the local health department (LHD)?

Contact the LMB or LHD representative to find out the original source of funding for this program.

4. How do I get a hard copy of the data collection tool?

You can access the hard copy of the data tool and related resources from the Home Visiting section of the following website www.goc.maryland.gov/initiatives

5. Should information be included for all women who were assessed during the reporting period?

No, only report data for women and children who enrolled in the program during the reporting period, not for those who were assessed but did not enroll.

6. Since weighted capacity fluctuates, what number should we record?

Please record the program's weighted capacity as of the last day of the reporting period (December 31, 2014).

7. How do we report information on primary caregivers other than the mother?

Questions 16 – 18 ask about primary caregivers other than Mom (father, grandfather, grandmother, etc.). Only report information on *primary caregivers other than Mom* in these three questions.

8. Who is the “target child”?

The target child is the child who is officially enrolled in the home visiting program.

9. How do I answer the race and ethnicity question if a client identifies as “Hispanic” only?

The race and ethnicity question, number 12, has been changed to include “Hispanic of unknown race”.

10. What happens if we don't currently collect some of the information requested?

If the program does not currently collect certain data, indicate an “X” or DNC (do not collect) in the response box. Then, in the open comment box, please briefly explain why you don't collect this data and what technical assistance you need to begin collecting it.

11. Is smoking included in substance use/abuse reporting?

Yes, even legal substances like cigarettes and alcohol should be included here, as they have a direct impact on the health of Mom, the developing fetus and the target child.

12. Several questions ask for data regarding the number of women/children who “either initiated or continued services” during the reporting period. Do we count only women who initiated services during this reporting period? (This applies to questions 20, 22, 28, 30 and 32).

No, please report ALL women/children who received services during the reporting period, regardless of when they initiated the service. In this question, we are interested in all clients who received services from July 1- December 31, 2014.

13. For my records, how do I obtain my completed survey with all of the data entered?

Contact Jenn Bistrack to request a copy of your completed survey, jennifer.bistrack@maryland.gov or (410) 767-6255.