

4-2.D LEVEL CHANGES WITH FAMILIES

REQUIREMENT

4-2.D After the staff and Supervisor agree on the level change, the change in visit frequency is discussed with the family, and family progress and achievements are celebrated!

How is this rated?

- **Exceeds Standard (3)** - Staff celebrate progress and achievements with the family and discuss the change in visit frequency with them.
- **Meets Standard (2)** - In the past, staff did not yet celebrate progress and discuss the change with families; this is now occurring for **recent practice** (past 3 months).
- **Does not Yet Meet Standard (1)** - Family progress is **not yet** celebrated or the change is not yet discussed with the family.

DOCUMENTATION REVIEW

- ☐ Completed Level Change Form
- ☐ Level Change Certificates - a completed level change form is enough to demonstrate celebration and discussion with the family
- ☐ Home Visit Record (HVR) - if a certificate is not shared, documentation of the discussion and celebration with the family may be added to the HVR



TIPS FOR COMPLETING

- Discussion with the family may include conversations on readiness, hesitations, successes and challenges related to the change in visits
 - Consider what reflective strategies may be helpful to support parents with readiness
- Certificates that highlight family achievements are available for download through the Team Member Corner (<https://healthyfamiliesdc.org/tmc/>).