

V.8

Individual/Home Visitation Observation Tool

Observer Name				Date of Observation				Site Name			
Facilitator Name											
Expected Start Time of Session				Expected End Time of Session				Expected Length of Session			
1	The actual session start time was:	On time (within 5 minutes of expected start time)		Within 6-10 minutes of expected start time		Within 11-15 minutes of expected start time		More than 15 minutes beyond expected start time			
2	The actual session end time was:	On time (within 5 minutes of expected end time)		Early		Late					
				Within 6-10 minutes of end time		Within 11-15 minutes of end start time		More than 15 minutes of end time			
3	Session was appropriate length of time as per scope of services. If No, please explain:								Yes	No	
4	Session was appropriate length of time as per the evidence-based curriculum guidelines. If No, please explain:								Yes	No	
Please list the people involved in the session (e.g. grandmother, mother, father, babysitter, child etc.)								Age of target child			
Name of Curriculum											
Session #				Topic to be covered							
5	In what language was the session conducted?			Was the language spoken by the facilitator spoken by the parent?				Yes	No		
List of recommended materials to be included											
6	Appropriate materials were provided to adequately conduct the session							N/A	Yes	No	
If No, please explain:											

V.8

Individual/Home Visitation Observation Tool

CONTENT COVERAGE					
How well did the facilitator cover each topic?					
7	List Main Points of the session:	<u>Did not Cover</u> Makes no mention of the topic	<u>Minimally Covered</u> Has a limited discussion of topic but does not elaborate with examples	<u>Somewhat Covered</u> Discusses topic fairly well and provides a few examples	<u>Fully Covered</u> Provides in-depth coverage of topic with several examples and opportunities for discussion
1.		1	2	3	4
2.		1	2	3	4
3.		1	2	3	4
4.		1	2	3	4
How well did the facilitator conduct role-plays or video discussions?					
8	Consult the manual/program guide to list any role-play or video discussions that are required.	<u>Did not do Activity</u> Does not attempt activity	<u>Needs Support</u> Attempts activity, but not thoroughly, or does not include discussion	<u>Somewhat Effective</u> Completes activity, but with limited discussion	<u>Effective</u> Completes activity with discussion, & opportunities to provide feedback
1.		1	2	3	4
2.		1	2	3	4
3.		1	2	3	4

V.8

Individual/Home Visitation Observation Tool

Homework or Practice Activities			Did not Discuss	Minimally Covered	Somewhat Covered	Fully Covered
9	How well did the facilitator discuss home activities/skills to be practiced/homework from the prior session?	N/A	1 Does not acknowledge that skills should have been practiced at home	2 Simply acknowledges that skills were practiced at home but no further discussion	3 Discusses the skills practiced at home but has a limited discussion with little praise and troubleshooting	4 Discusses the skills practiced at home and allows questions, troubleshooting and offers praise
10	How well did the facilitator discuss homework or home activities to complete for the next session?	N/A	1 Makes no mention of practicing skills at home	2 Just reminds parent to practice skills at home with no other elaboration	3 Specifies skills to practice at home but does not offer additional discussion or allow parent to ask questions	4 Specifies skills to practice at home, allows additional discussion, and allows parent to ask questions

PARENT ENGAGEMENT						
11	How would you rate the quality of the relationship between the facilitator and parent?	1 Negative/ Distant	2 Somewhat Negative	3 Neutral	4 Somewhat Positive	5 Positive/ Warm
12	How actively did the parent participate in the discussions and/or exercises throughout the session?	1 Does not participate in activities; is distracted or involved in another activity.	2 Rarely participates in activities or discussions	3 Sometimes participates in activities or discussions	4 Often participates in activities or discussions	5 Actively participates in all activities or discussions

V.8

Individual/Home Visitation Observation Tool

13	How respectful was the home visitor?	1 Does not show respect or acceptance of family system.	2 Appears to be accepting of the family system.	3 Shows respect and acceptance of the family system	4 Shows respect, acceptance, and talks about family's strengths.	N/A Not a home visit
14	How well did the facilitator address issues?	1 Addresses issues in an insensitive or disrespectful manner.	2 Tries to address issues in a sensitive or respectful manner but not always effectively.	3 Addresses issues in a sensitive or respectful manner.	4 Addresses issues respectfully and asks questions to help parent reflect on parenting.	N/A There were no specific issues brought up during the visit.

CHILD ENGAGEMENT

15	Is the target child younger than 1 year old? If the child is younger than 1 year old, please skip this section.				Yes	No
16	Is the child expected to participate in the session as per the EBP manual? If “No,” please skip this section.				Yes	No
17	Were the <i>activities</i> that the facilitator conducted developmentally appropriate for the child?				Yes	No
18	Were the child <i>materials</i> developmentally appropriate for the child?				Yes	No
19	How would you rate the quality of the relationship between the facilitator and the child?	1 Negative/ Distant	2 Somewhat Negative	3 Neutral	4 Somewhat Positive	5 Positive/ Warm

V.8

Individual/Home Visitation Observation Tool

20	How actively did the child participate in the discussions and exercises throughout the session?	1 Does not appear interested in the activities (for example, through gaze or body language).	2 Rarely indicates interest in the activities (for example, through gaze or body language).	3 Indicates occasional interest in the activities (for example, through gaze or body language).	4 Frequently shows interest in the activities (for example, through gaze or body language).	5 Consistently shows interest in activities and shows enthusiasm when doing activities.
----	---	---	--	--	--	--

PARENT-CHILD INTERACTIONS

If there is more than one parent-child interaction, please think about all the interactions when rating this section.

21	Did the facilitator complete any parent-child interactions during the visit? If "No," please skip this section and provide an explanation.					Yes	No
22	Does the EBP require a parent-child interaction as part of the session? If "No," please skip this section.					Yes	No
23	Did the facilitator attempt to use materials already present in the family's home or in the family's routine to facilitate the parent-child interaction?				N/A	Yes	No
24	How responsive is the facilitator to the family's needs?	1 Persists with activity that does not meet parent or child's interests or needs	2 Rarely follows parent and child lead in activities, or attempts to do so ineffectively	3 Occasionally follows parent and child lead in activities, and is sometimes able to recognize the family's needs or interests	4 Frequently follows parent and child lead in activities, changing pace or activities to meet family interests or needs	5 Follows parent and child lead in activities, and acknowledges parent or child interests or needs	
25	How well did the facilitator support the parent during the parent-child interaction?	1 Does not address the parent's	2 Rarely addresses parent's	3 Supports parent's interactions with	4 Encourages parent's interaction with	5 Promotes parent-child interaction by	

V.8

Individual/Home Visitation Observation Tool

		interaction with the child	interaction with the child	child by commenting on observed parent-child interactions	child by discussing how observed interactions support child's development or positive behaviors	describing and linking to child's development, positive behaviors, and expanding to other ways and places to do something similar
--	--	----------------------------	----------------------------	---	---	--

FACILITATOR SKILLS AND ATTRIBUTES

Rate the facilitator on the following:			Never	Rarely	Sometimes	Often	Always
26	Demonstrated knowledge about the topics presented		1	2	3	4	5
27	Demonstrated ability to integrate own or parent's prior experiences in session content		1	2	3	4	5
28	Praised parent throughout the session		1	2	3	4	5
29	Was able to handle parent's questions	N/A	1	2	3	4	5
30	Managed time throughout the session (e.g. allocated enough time to complete session activities and required content)	N/A	1	2	3	4	5
31	Had appropriate volume and inflection when speaking		1	2	3	4	5
32	Asked open-ended questions	N/A	1	2	3	4	5

V.8

Individual/Home Visitation Observation Tool

OVERALL RATINGS							
		Additional support required	Some Ability	Average Ability	Good Ability	Excellent Ability	
33	Overall, please rate the facilitator's ability to present the curriculum content.	1	2	3	4	5	N/A
34	Overall, please rate the facilitator's ability to engage the parent.	1	2	3	4	5	
35	Overall, please rate the facilitator's ability to engage the child.	1	2	3	4	5	N/A
36	Overall, please rate the facilitator's ability to facilitate parent-child interactions.	1	2	3	4	5	N/A
37	Overall, please rate the facilitator's skills and attributes.	1	2	3	4	5	

Summary Comments: Please make note of any exceptions that should be considered, anything that stands out as needing improvement, particularly praiseworthy, or anything unusual.