



# Home Visiting Time and Activity

Preparation		Start Time	End Time	Total Minutes
Preparation:	Time you spent in preparing to meet this family			
Travel to visit:	Time spent traveling to the family			
Travel From visit:	Time spent traveling after visit			
Documentation (before/after visit):	Time spent documenting the work with, or performed on behalf of the family			
Data Entry (before/after visit):	Time spent entering data into Early Track regarding HMGHV participants			
Case Management Activities		Start Time	End Time	Total Minutes
Developing/reviewing family plan:	Time spent developing a plan with family, or reviewing a previous plan			
Conducting assessment:	Time you spent assessing needs of the family			
Assessment/Screening tools:	Time you spent utilizing Ohio HMGHV required tools			
Referral activity:	Time you spent making appropriate links/referrals			
Monitoring activities:	Time you spent following up and monitoring other referrals or services provided to the client			
Curriculum Activities		Start Time	End Time	Total Minutes
Time spent on parent education	Time you spent educating the parent or family regarding child's development, with regard to established curriculum			
Total Visit Time:				

*This document is provided for the sole intent of assisting home visitors in tracking activities during home visits. Completion of this form does not substitute data entry into the Early Track system.*