



HIDALGO COUNTY EARLY HEAD START/HEAD START PROGRAM
EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICE
PROGRAM PLAN
2008-2009

PERFORMANCE STANDARD: 1304.24 (a) (1) (i) (ii) (iii) (iv) (v) (vi)

GOAL: The grantee will work collaboratively with parents to solicit parental information, observations, and concerns on child’s mental health. Staff will share observations of the child’s behavior with parents and discuss development, separation and attachment issues. Furthermore, staff will discuss with parents how they should respond appropriately to child’s behavior and how to provide nurturing and supportive environments at home and in the program. Staff will provide information to parents on mental health issues and support parents in any needed mental health interventions.

OBJECTIVE: To provide opportunities to solicit and discuss with parents information and concerns about their child’s mental health.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
<p>1. Staff will obtain information about a child’s mental health thru activities such as enrollment, home visits reports, staffings, parent partnership agreement and children’s health records.</p>	<p>Teachers Center Managers Support Services Facilitators and Assistants</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Home visit report Child’s health Records, parent partnership agreement Parent orientation</p>
<p>2. Parents are provided information on topics such as child’s social and emotional development, separation and attachment issues at parent meetings conferences, and the quarterly newsletter. The Mental Health Parent Handbook informs parents of the mental health process once a behavior concern is identified.</p>	<p>Mental Health Consultants and Providers, M.H. Services Dir.</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Meetings/orientation and conferences Quarterly Newsletter, Parent Handbook and 6-week Report Card</p>
<p>3. Mental Health and Education Directors, including all Center Managers, are trained and certified on Positive Behavior Support for children with challenging behaviors. They are trained on how to identify and manage the behavior through effective intervention strategies. The mental health process promotes a working relationship with staff, parents, and the consultant to encourage a child’s desired behavior.</p>	<p>Teachers, Center Managers, Support Services Facilitators and Assistants, Consultants</p>	<p>Mental Health Services Director, Education Area Directors</p>	<p>August thru May</p>	<p>Positive Behavior Support and Pre- Service Training Logs, Mental Health Process, Individualized Behavior Support Plan</p>
<p>4. Parents are issued a community resource directory that identifies mental health and health care agencies and other community organizations that benefit the family. Staff assists parents in obtaining services, in providing information and support around parent practices to prevent problems.</p>	<p>Center Managers Support Services Facilitators and Assistants</p>	<p>Community Partnership Services Director, Mental Health Services Director</p>	<p>August</p>	<p>Community Resource Directory, Mental Health Parent Hand Book</p>



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PERFORMANCE STANDARD: 1304.24 (a) (3) (i) (ii) (iii)

GOAL: Mental Health Professional will assist with design and implement program practices responsive to the identified behavioral and mental health concerns of an individual child or group, promote children’s mental wellness by providing staff and parent education on mental health issues and professional will assist in providing children with atypical behavior or development and utilize the community resources.

OBJECTIVE: To ensure early identification regarding “possible” behavior concerns.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
<p>1. Teachers will administer the Devereux Early Childhood Assessment (DECA) to all children within 45 days of enrollment. This screening is performed to identify behavioral concerns. Only the teacher rating scale is performed on the DECA.</p>	Teachers	Center Managers and Support Services Facilitators, Mental Health Services Director	Within forty-five (45) days	Devereux Early Childhood Assessment (DECA)
<p>2. Results of the Devereux Early Childhood Assessment is shared with parents during the teacher’s first home visit. Periodic home visits and six weeks report cards allow for staff to share with parents the child’s social/emotional development.</p>	Teachers Assistant Teachers	Center Managers, Support Services Facilitators, M. H. Services Director	Within 90 days	Home Visit Reports, Six Weeks Report card, DECA Teacher’s Rating Scale
<p>3. Children with severe and persistent challenging behaviors will have an Individualized Positive Guidance Plan developed by the parents and staff as indicated in the mental health process. The plan is proactive and focuses on teaching new skills in the classroom and home environment.</p>	Teachers, Case Manager, Parents, M.H. Services Dir.	Case Manager, Center Manager, Education Area Dir., M.H. Services Dir.	Sept. thru May	Observation forms, Progress notes, Individual Positive Guidance Plan



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<p>4. The “Kindness Curriculum” is a mental health curriculum that promotes positive self-concept and enhances individual strengths in children. Through the Education Services Department, monthly mental health activities are scheduled in the curriculum calendar.</p>	Teachers	Center Managers, Education Area Dir. Mental H. Services Dir.	Sept. thru May	Kindness Curriculum Education Curriculum Calendar, Weekly Lesson Plan
<p>5. The annual Fatherhood/Healthy Marriages Conference offers parents training on child’s social and emotional development, special needs of children, communication in the family, fathers as educators and informs parents of resources in the community.</p>	Mental Health Services Director	Mental Health Services Director	August thru May	Parent Sign-In Posters/booklet
<p>6. The Mental Health Professional may be part of the team to guide parent/guardian and staff by helping to develop behavior management plans for children with atypical development.</p>	Center Managers Support Services Facilitators	Mental Health Services Director	August thru May	Individual Positive Guidance Plan



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PERFORMANCE STANDARD: 1304.51 (i) (2) On-going Compliance Monitoring

GOAL: (2) The grantee must establish and implement procedures for the on-going compliance monitoring of their own Early Head Start and Head Start operations to ensure that these operations, as well as those of each of their delegate agencies, effectively implement Federal regulations.

OBJECTIVE: To establish and maintain procedures for ongoing monitoring that will allow the Program to provide and enhance the delivery of quality services to staff, children and Families in the area of Mental Health.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
1. On-going compliance monitoring is performed at least twice a year to ensure that all state and federal mandates are in compliance.	Center Manager Executive Team	Executive Director Assistant Director	Fall and Spring	Compliance Monitoring Instrument
2. Devereux Early Childhood Assessment (DECA) is administered and recorded within 45 days of child's enrollment.	Teachers	Case Managers & Center Managers, Mental Health Services Director	Within 45 days of enrollment	Child Assessment Screening Records
3. The mental health process is an on-going system once a child has been identified with a challenging behavior.	Teachers, Case & Center Managers	Mental Health Services Director	On-going	Referral and follow-up forms
4. The Program Resources Outcomes Management Information Systems (PROMIS) is the reporting system established to ensure that appropriate services and interventions are completed in a timely manner. This reporting system allows for case managers to input data daily or as needed for children and families receiving mental health services.	Case Managers	Mental Health Services Director	August thru May	Program Resources Outcomes Management Information System (PROMIS) Reports