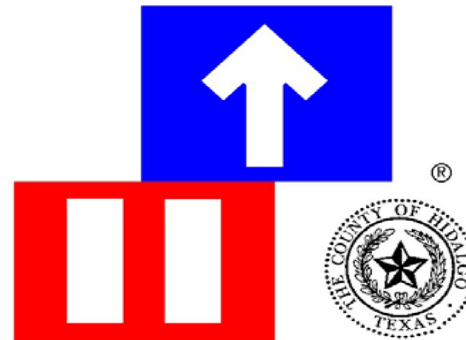


Hidalgo County Head Start Program



MENTAL HEALTH SERVICES PROGRAM PLAN 2010-2011

Health Advisory Committee Approval: 04.29.10
Policy Council Approval: 05.19.10
Commissioners' Court Approval:



HIDALGO COUNTY EARLY HEAD START/HEAD START PROGRAM
EARLY CHILDHOOD DEVELOPMENT AND HEALTH SERVICE
PROGRAM PLAN
2010-2011

PERFORMANCE STANDARD: 1304.24 (a) (1) (i)

GOAL: The HCHSP will work collaboratively with parents to solicit parental information, observations, and concerns on child's mental health.

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
1. Staff will obtain information about a child's mental health thru activities such as: <ul style="list-style-type: none"> • enrollment • home visits • parent/staff conference • parent partnership agreements • Parent Interview Assessment for children with challenging behaviors • Parent meetings • Daily informal contact (such as dropping or picking their child up from the center) • Health records • Orientation meeting (Parents Handbook on Mental Health Services for 2010-2011 issued at this meeting) 	Teachers Center Manager and Support Services Staff	Mental Health Services Director	August thru May	HSFIS enrollment Home visit report Child's health records, parent partnership agreement, Parent Interview Assessment, Parents Handbook on Mental Health Services, Parents Sign in and Out log



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PERFORMANCE STANDARD: 1304.24(a)(1)(ii)

GOAL: The HCHSP staff will share observations of the child and discuss and anticipate with parents their child's behavior and development, including separation and attachment issues.

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>The results of all screenings, assessments and other reports are discussed with parents or guardians during home visits. The classroom staff shares with parents' appropriate response to their children's behaviors during the home visits, parent meetings, orientation meeting, registration, enrollment and all other formal/informal contact. All staff received training on Positive Behavior Support to provide positive guidance on children's' behavior/emotional concerns that parents may have. Screenings, assessments and other reports discussed with parents are the following:</p> <ul style="list-style-type: none"> • Behavioral screening (Devereux Early Childhood Assessment) • Developmental and sensory screenings (Language Accomplishment Profile Diagnostic (LAP-D and Speech Screener) • Physical examination • Classroom observations by Mental Health Professional • Behavior observations by staff • Behavior plans 	<p>Teachers, Center Manager and Support Services Staff</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>HSFIS enrollment form, physical examination form, classroom observations by teachers and Professionals, Home visit reports, Behavior plans, Devereux Early Childhood Assessment (DECA) behavior screening</p>



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PERFORMANCE STANDARD: 1304.24(a)(1)(iii)

GOAL: The HCHSP staff will work collaboratively with parents in discussing and identifying appropriate responses to their child's behavior.

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>The orientation meeting held at the start of the school year the parents are issued the Parent Handbook on Mental Health Services for 2010-2011. The handbook explains:</p> <ul style="list-style-type: none"> • What is mental health? • Social and emotional development • Mental health process • Mental health resources 	Classroom staff, Support Services Staff,	Mental Health Services Director	August	Parents Handbook on Mental Health Services 2010-2011
<p>In the mental health section of the Hidalgo County Head Start quarterly newsletter there is always information for parents to read. Articles that are printed are related to children's healthy social/emotional development.</p>	Classroom staff and Support Services Staff	Classroom staff and Support Services Staff	August	HCHSP newsletter
<p>Staff model and demonstrate appropriate social skills in the classroom and explain to parents the use of positive methods of child guidance. Positive guidance taught to children through the Kindness curriculum and Positive Behavior Support training.</p> <ul style="list-style-type: none"> • Respect of others • Sharing • Conflict resolutions • Love • Taking turns • Friendship skills 	Classroom staff and Support Services Staff, Education Area Directors	Mental Health Services Director	August thru May	Lessons plans, Education calendar with activities scheduled for each month, Kindness curriculum, Pre-Service sign-ins for Positive Behavior Support, Parent meetings



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PERFORMANCE STANDARD: 1304.24(a)(1)(iv)

GOAL: The HCHSP will work collaboratively with parents in discussing how to strengthen nurturing, supportive environments and relationships in the home and the program.

OBJECTIVE: To encourage and support social and emotional development of each child.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
<p>Parents are included in the curriculum planning for the Program and in developing activities for the classroom including the social/emotional area of the lesson plans.</p>	<p>Classroom staff Education Area Directors</p>	<p>Education Area Directors and Mental Health Services Director</p>	<p>August thru May</p>	<p>Weekly lessons plans Education and Mental Health Advisory Committees sign-ins</p>
<p>During parent/staff conference to develop Individualized Positive Guidance plan for children with challenging behaviors staff encourages parents to use preventative strategies to strengthen relationships in the home and classroom environments. These strategies are written on the Individualized Positive Guidance plan and a copy is given to the parent.</p>	<p>Classroom staff Support Services Staff, Mental Health Services</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Individualized Positive Guidance plan</p>
<p>Training is provided to parents through workshops, conferences, parent meetings and through the use of community resources to help them better understand how to strengthen supportive environments and relationships in the home and program.</p>	<p>Directors from Education Services Family Services Mental Health Services Disability Services</p>	<p>Mental Health Services</p>	<p>August thru May and as needed</p>	<p>Parent Training Sign-ins, Parent Training Agendas, Parent Meeting Agendas</p>



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PERFORMANCE STANDARD: 1304.24(a)(1)(iv)

GOAL: The HCHSP will work collaboratively with parents to help them better understand mental health issues.

OBJECTIVE: To provide opportunities for parents to discuss 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>Parents are provide with training in child rearing practices and parenting skills through the use of "Exploring Parenting" curriculum and other community resources such as Mental Health Professionals available to the program.</p> <p>Mental Health Professionals offer guidance to parents to help them understand mental health issues through trainings and center visits to provide services.</p> <p>The mental health section of the Hidalgo County Head Start program quarterly newsletter always has articles related to healthy social/emotional development of children. Parents are issued newsletters on a quarterly basis. This information helps parents better understand mental health.</p>	<p>Classroom staff, Support Services Staff, Family Services Director Mental Health Director</p> <p>Mental Health Professionals</p> <p>Mental Health Services Director</p>	<p>Mental Health Services Director</p> <p>Mental Health Services Director</p> <p>Mental Health Services Director</p>	<p>August thru May</p> <p>August thru May</p> <p>August thru May</p>	<p>Parent sign-ins and agendas</p> <p>Individual mental health progress notes on children receiving services, Parent trainings sign ins</p> <p>HCHSP newsletter</p>



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PERFORMANCE STANDARD: 1304.24(a)(1)(vi)

GOAL: The HCHSP will work in supporting parents' participation in any needed mental health interventions.

OBJECTIVE: To provide opportunities for parents to discuss 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>Parents are sent staffing notices to discuss child's behavior in the classroom. A team approach is utilized to develop an individualized positive guidance plan. Parents and staff work together to develop a behavior plan.</p>	<p>Support Services Staff, Center Manager, Education Area Services Director</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Staffing notice Individualized Positive Guidance Plan</p>
<p>Staff informs parents about how the program protects the confidentiality of the information they choose to share with the Parent Interview Assessment form. This form is completed prior to the development of the Individualized Positive Guidance Plan.</p>	<p>Support Services Staff, Center Manager</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Parent Interview Assessment form</p>
<p>During staffings held to develop Individualized Positive Guidance plans parents are informed of local mental health providers. If parents need assistance with transportation or ways to pay for mental health services support services staff provide the help as needed.</p>	<p>Center Managers, classroom staff, Support Services Staff, Education Area Directors, Mental Health Services Director</p>	<p>Mental Health Services Director</p>	<p>August thru May</p>	<p>Individualized Positive Guidance Plan,</p>



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PERFORMANCE STANDARD: 1304.24(a)(2)

GOAL: Grantee and delegate agencies must secure the services of mental health professionals on a schedule of sufficient frequency to enable the timely and effective identification in family and staff concerns about a child's mental health.

OBJECTIVE: To provide opportunities for staff and parents to discuss concerns of a child's mental health.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
Mental Health Professionals submit schedules of classroom observations in a timely manner. Classroom observations are done twice a year and or as needed.	Mental Health Providers	Mental Health Services Director	August thru May	Schedules on classroom observations by Mental Health Providers



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PERFORMANCE STANDARD: 1304.24(a)(3)

GOAL: Mental health program services include a regular schedule of on-site mental health consultation involving the mental health professional, program staff, and parents.

OBJECTIVE: To provide opportunities to 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>Mental health providers submit schedules to the Program of regular on site visits and consultations available to children, parents and staff.</p> <p>Parents are provided training in childrearing practices and parenting skills through "Exploring Parenting" curriculum.</p>	<p>Mental Health Providers</p> <p>Center Managers and Support Services Staff</p>	<p>Mental Health Services Director</p> <p>Family Services Director and Mental Health Services Director</p>	<p>August thru May</p> <p>January thru April</p>	<p>Mental Health Provider Schedules</p> <p>Parent agendas and sign ins for Exploring Parenting</p>



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

GOAL: Design and implement program practices responsive to the identified behavioral and mental health concerns of an individual child or group of children.

OBJECTIVE: To provide opportunities for staff and parents learn healthy social and emotional development..

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
<p>Pre- service training is provided to staff on how to assess the strengths and needs and plan appropriate activities based on the following assessments/screenings:</p> <ul style="list-style-type: none"> • The Devereux Early Childhood Assessment • Language Accomplishment and Profile Diagnostic (LAP-D) • Speech screener <p>All staff is trained in Positive Behavior Support. This training offers staff positive techniques to respond to a child’s behavior.</p> <p>Staffings/meetings are held with parents and staff on supporting children who have been identified as needing special help.</p> <p>Parents attend trainings, meetings, conferences, workshops to learn to help their children practice skills and encourage mentally healthy development.</p>	<p>Directors of the following services: Mental Health Disability Education Family Services</p> <p>Mental Health Services Director</p> <p>Mental Health Services, Special Services and Education Area Services Directors</p> <p>Mental Health Services</p>	<p>Mental Health Services</p> <p>Mental Health Services Director</p> <p>Mental Health Services Director</p> <p>Mental Health Services Director</p>	<p>Pre-Service and training offered for new staff throughout the year</p> <p>Pre-Service Training and training offered throughout the year for new staff</p> <p>August thru May</p> <p>August thru May</p>	<p>Pre-Service Training Agendas and Sign-ins Orientation for new staff sign-ins and agendas</p> <p>Pre-Service Training Agendas and sign-ins, orientation sign ins and agendas for new staff</p> <p>Staffing notices, IEP, Individualized Positive Guidance Plan, Mental Health Tracking Records</p> <p>Fatherhood/Healthy Marriages Conference Agenda and sign ins</p>



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

GOAL: The HCHSP will promote children’s mental wellness by providing group and individual staff and parent education on mental health issues.

OBJECTIVE: To provide opportunities for parents and staff to be supportive of children’s mental wellness.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
<p>Parent group meetings in the month of February focused on mental wellness. Mental health professionals and other community speakers present at these parent meetings.</p>	<p>Center Managers and Support Services Staff</p>	<p>Mental Health Services Director</p>	<p>February</p>	<p>Parent sign ins and agendas for February</p>
<p>Parents are provided training in childrearing practices and parenting skills through “Exploring Parenting” curriculum.</p>	<p>Center Manager Support Services Staff</p>	<p>Family Services Director Mental Health Services Director</p>	<p>January thru April</p>	<p>Parents sign ins and agendas for Exploring Parenting</p>
<p>The monthly schedule of visits submitted to the Program by the mental health professionals allows opportunities for parents and staff to speak to them.</p>	<p>Mental Health Services Director</p>	<p>Mental Health Services Director</p>	<p>September through May</p>	<p>Mental Health provider schedules</p>



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PERFORMANCE STANDARD:

GOAL: The HCHSP will assist in providing special help for children with atypical behavior or development.

OBJECTIVE: To provide opportunities for parents to discuss concerns about their child's mental health.

TASK TO BE ACCOMPLISHED	PERSON RESPONSIBLE	PERSON RESPONSIBLE FOR MONITORING	PROJECTED DATE OF COMPLETION	DOCUMENTS OR FORMS
Mental health professionals provide services to children with atypical behavior. This is done during the time Mental Health Providers visit centers and meet with parents of children with atypical or challenging behaviors.	Support Services Staff	Mental Health Services Director	August thru May	Schedule of visits by Mental Health Professionals, Progress reports