

**Healthy Families Indiana
Administrative Alert**

DATE: July 20, 2010

TO: HFI CEO's and Program Managers

FROM: Audie Gilmer, HFI State Program Coordinator
Kristin Cotter Mena, Datatude

SUBJECT: Administrative Alert #2010-6
Re: FSW Surveys for ACA Needs Assessment

The Department of Child Services (DCS) and the Indiana State Department of Health (ISDH) have jointly applied for Title V funding through the HHS/HRSA Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program. The next phase of the application requires that Healthy Families IN complete a statewide needs assessment before the end of August, 2010.

The Evaluation Work Group (EWG) decided last spring to pursue the collection of data regarding Domestic Violence, Substance Abuse and Mental Health as it affects our families. EWG took into consideration the problems that could occur if this data was collected within the current data system and decided that it should be collected via a survey outside of the database.

To satisfy these two issues:

- Datatude will send each site, via the RDQA contact, a group of survey sheets to be completed by each worker who provides home visiting services. The survey will ask questions about each family served by each FSW in the last six months. (Directions will be included.)
- Each worker should fill out the survey with their Supervisor.
- The Program Manager (or RDQA contact) should send the set of completed surveys back to Datatude within 2 weeks of receipt.
- Surveys will be sent site by site; the first sites will receive their surveys by the end of this week. The whole project must be completed by the third week of August, so this will all happen very quickly.

We recognize that staff are extremely busy, but completion of these surveys for the needs assessment is a requirement to obtain much needed ACA federal grant funding for Healthy Families home visiting services.

Thank you for your attention to this matter.

