

HVSA Enrollment and Service Utilization Data

Each Local Implementing Agency (LIA) funded by the HVSA collects a standard set of data related to enrollment and service utilization. The following data elements must be collected at enrollment, at each visit, at each encounter, or at exit.

At enrollment:	At each home visit:	At each encounter:	At exit:
<input type="checkbox"/> Enrollment date	<input type="checkbox"/> Visit date	<input type="checkbox"/> Encounter date	<input type="checkbox"/> Exit date
<input type="checkbox"/> Funding code	<input type="checkbox"/> Visit type	<input type="checkbox"/> Encounter type	<input type="checkbox"/> Exit reason
	<input type="checkbox"/> Visit duration		

These data are used to calculate the measures below:

Measure	Definition	Timing of Data Collection
Actively enrolled families	The number of families enrolled during the reporting period with at least one completed home visit or encounter [±] within 3 months of the last day of the reporting period who had not exited as of the last day of the reporting period.	Collect enrollment date at time of enrollment Collect dates of all home visits and encounters Collect exit date at time of exit
Cumulative families served	The number of families who received a home visit or encounter [±] within 3 months of the last day of reporting period; this may include families who have entered and or exited during the reporting period.	Collect enrollment date at time of enrollment Collect dates of all home visits and encounters
Newly enrolled families	The number of families that enrolled for the first time during the reporting period and had at least one completed home visit or encounter [±] during the report period; excludes families that were inactive and reactivated.	Collect enrollment date at time of enrollment Collect dates of all home visits and encounters
Inactive families	The number of enrolled families who did not have a home visit or encounter [±] within	Collect enrollment date at time of enrollment

Measure	Definition	Timing of Data Collection
	3 months of the last day of the reporting period and were not exited as of the last day of the reporting period.	Collect dates of all home visits and encounters Collect exit date at time of exit
Exited families	The number of families with an exit date during the reporting period.	Collect exit date at time of exit
Exit reasons	<p>The primary reason the family stopped participating. May include:</p> <ul style="list-style-type: none"> • Completion – specific to each model • Withdrawn – client requests to leave program before graduation • Transfer – family transferred to another site or model • Lost to follow-up – unable to contact client and complete a home visit for more than 3 months • Began/returned to work • Began/returned to school <p>Individual models may have different or additional exit reasons.</p>	Collect exit reason at time of exit from program
<p>* During the covid-19 pandemic, families who received least one encounter are considered enrolled.</p>		
<p>± During the covid-19 pandemic, families who received at least one encounter within 92 days of the end of the report period are considered actively enrolled.</p>		