

**EXHIBIT 3**  
**HEALTHY FAMILIES INDIANA**  
**SERVICE DEFINITIONS**

**1. Service Definition.**

Healthy Families Indiana (HFI) is a voluntary, multi-faceted home visitation program locally designed to promote healthy families and children through services that include: child development, access to health care, parent education, family incentives, staff training, and community coordination and education. The program model includes screening, assessment, and home visiting activities that begin for eligible families either prenatally or at the time of birth.

**2. Method of Purchase.**

Healthy Families Indiana services are purchased by a unit rate reimbursement method. A specific cost per unit based on actual cost is established before the contract is written and the monthly reimbursement for services is based on the number of units of service provided.

**3. Categories of Services.**

Service is provided to families through assessments and home visiting.

The Indiana Department of Child Services purchases units of service that are provided to families identified in their target population that comply with eligibility guidelines and the Healthy Families America Standards of the program's 12 Critical Elements.

**4. Unit Rate:**

Unit rates are based on the programs actual cost budget submitted to the State for each funding year. Costs to provide assessment and home visiting are separate service components and identified by separate rates that are determined by the program model:

- A. Assessment (family contact and interview), and
- B. Home Visiting (weekly home visiting on-going prenatally until the target child is age three (3) years).

**5. Eligibility Documentation**

- A. Screening and or assessing families
  - (1) Assessment - a one-time assessment of families to determine eligibility through a family interview to occur prenatally or within two (2) weeks (or up to ninety (90) days recognizing that the site will be out of adherence on HFA standard 1.2C and 1.2D) from the birth of the target child. All assessment activities are to be documented.
  - (2) Home Visiting – Ongoing Services - Services to one (1) family per month until the target child is age three (3) years. Families who screen/assess positive prenatally and/or within two (2) weeks of birth (or up to ninety (90) days recognizing that the site will be out of adherence on HFA Standard

1.2C and 1.2D) and who meet other HFA guidelines can be offered long term Healthy Families ongoing services.

B. Definition of “Family Household” for Eligibility:

- (1) Mother of the baby, the baby, and other minor children of the mother residing in the home
- (2) Mother of the baby, father of baby in the home (legal or acknowledged biological), the baby, and other minor children of the mother residing in the home. Also include other minor children of the baby’s father if those children reside in the home.
- (3) Prenatal mother and unborn baby, unborn baby’s father if he resides in the home, other minor children of the mother, and other minor children of the unborn baby’s father if both he and his minor children reside in the home.
- (4) Father and baby and other minor children of the father (if the mother is not in the home or if the mother does not have a social security number)

C. Eligibility Guidelines for Funds Service:

- (1) Families verify income documentation when entering the program,
- (2) Family income cannot exceed 250% of poverty guidelines,
- (3) Head of house or the “target child” (defined as the child for whom HFI is concentrating services) must have a social security number,
- (4) The family must screen positive for services and an assessment must be completed, and
- (5) Family information is entered into the HFI Database.