

Home Visiting 103 – Professional Practice Learning Guide for Ongoing Professional Development

Note to Learner: Early Impact Virginia encourages you to complete the training and activities with the support of your supervisor. The notes below will guide you in preparing to take the training, following up with your supervisor after the training, supporting transfer of learning into daily practice, and extending learning through individual supervision.

Ongoing: View the Professional Development Program and each EIV training module as an investment in skills and knowledge to help improve home visitor effectiveness.

Before the training:

- Learner and supervisor review course objectives and home visitor competencies
 - Learner rates knowledge of learning objectives
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During the training, the learner:

- Completes activities
 - Reflects on own response
 - Identifies questions and concerns
 - Prints Reflective Responses to share with supervisor
 - Completes post-training evaluation
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After the training:

- Learner:
 - Rates knowledge of learning objectives
 - Completes post-training activities, as required
 - Develops an action plan for applying skills and knowledge in daily practice
 - Meets with supervisor to:
 - Review pre- and post-training activities
 - Discuss reflections, questions, and concerns
 - Review action plan for applying skills and knowledge in daily practice
 - Assess personal learning goals, transfer of learning, and action plan over time
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This 45- minute online module describes qualities and behaviors that are essential to professionals in home visiting, including documentation skills, maintaining boundaries, using time management principles, and burnout prevention through self-care. The module also introduces the benefits of Reflective Supervision.

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Virginia Home Visitor Competencies Addressed:

- 6.2.b. Identifies as a professional, continuously seeking to improve work-related skills and performance through self-reflection with peers and supervisors and through continuing professional development opportunities to increase knowledge and skills.
- 6.2.c. Recognizes one’s own limits and uses a variety of strategies to avoid burnout and reduce compassion fatigue.
- 6.3.b. Applies ethical solutions to all situations encountered in practice.
- 6.3.c. Abides by all legal standards when conducting a home visit.
- 6.4.a. Ensures that all interactions with families, co-workers, and related agencies exemplify professionalism and are within the scope and limits of one’s own role and competence.
- 6.4.b. Maintains appropriate boundaries in interactions with co-workers, families, and other service providers.
- 6.6.c. Use time management techniques to maximize productivity and meets model specific benchmarks for home visiting productivity.

Before the Training

Rate Your Knowledge (Scale of 0 to 5, 0 = no knowledge, 5 = significant knowledge)

Learning Objective	Before the Training	After the Training
List behaviors of professional practice.		
Identify elements of good documentation.		
Describe guidelines for keeping appropriate boundaries.		
Explain effective time management principles.		
Identify strategies for self-care.		
Demonstrate a basic understanding of reflective supervision.		
Develop a professional development plan.		

My personal learning goals for this training are:

1. _____
2. _____
3. _____

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Reflections on what I learned:

Questions and concerns I identified:

Post-Training Activities

Action Plan: (Each learner’s plan will be unique. To get you started, some ideas are listed below.) As a result of this training, I will...

- Discuss my documentation with my supervisor to identify areas for growth
- Share concerns about boundaries with my supervisor and develop a plan for addressing boundary issues with my clients
- Review my organization strategies and make adjustments as needed to increase my efficiency
- Develop and use a self-care plan
- Develop a professional development plan to guide me in growing as a home visiting professional

My Action Plan

Action	Target Date	Date Completed