

How to Document Intimate Partner Violence (IPV) Screenings and Referrals in Visit Tracker

Intimate Partner Violence Screening:

What are we measuring?



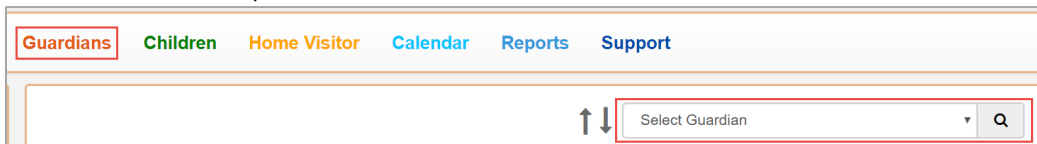
HVSA Aligned Measure: Percent of primary caregivers enrolled in home visiting who are screened for intimate partner violence (IPV) within 6 months of enrollment using a validated tool.

Instructions: Complete an intimate partner violence screening for primary caregivers using the Relationship Assessment Tool (RAT) form within **6 months of enrollment**.

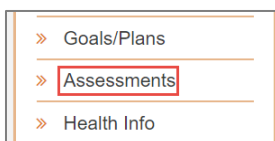
Data Requirements: Enrollment date, Exit date (*if applicable*), RAT survey date

How do I enter an intimate partner violence screening into Visit Tracker?

Step 1: Log into Visit Tracker and navigate to the primary caregiver's data page by clicking the "Guardians" link in the horizontal navigation bar, then choosing the primary caregiver's name from the "Select Guardian" drop down menu.



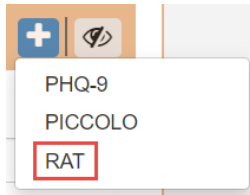
Step 2: Click on the "Assessments" link in the left-hand side menu bar.



Step 3: Click on the "+" in the orange Assessments header bar.



- Choose "RAT" from the drop down menu. (If RAT is not included in the drop down menu, refer to the "How to Customize Visit Tracker Preferences to Match HVSA Data Reporting Requirements (PDF)" for instructions on how to add it. This document is available on the [DCYF's Data Collection and Reporting web page](#).



Step 4: Complete the Relationship Assessment Tool form, making sure to include the date that the screening occurred, the caregiver screened, and responses to questions 1-10, then click "Create."

Relationship Assessment Tool (RAT)

Date: 07/22/2021 Measurement Tool: Relationship Assessment Tool

Family Name: Caregiver Family ID: 951543

Family Enroll Date: 12/31/2018

Guardian: [dropdown] Guardian ID: [dropdown]

Home Visitor: Home Visitor Next Due Date: 07/22/2022

If the client is unable to complete this tool, was it because other people were present in the home? Yes No N/A

Other Reason for not using tool: [text area]

	No Answer	1 Disagree Strongly	2 Disagree Somewhat	3 Disagree a Little	4 Agree a Little	5 Agree Somewhat	6 Agree Strongly	Score
1.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Total Score								

Documentation and Referral

Referrals and information given to client this sessions:

- Social Worker/Counselor
- Domestic Violence Hotline
- Local Domestic Violence Advocate/Program
- Healthy Moms, Happy Babies Safety Card
- Other

Please Specify: [text area]

Did you offer safety planning? (Should happen for any score of 20 points or higher):

- Reviewed Safety Planning panel on Healthy Moms, Happy Babies card
- Provided the Safety Plan and Instructions tool to my client
- Provided Domestic Violence hotline numbers
- Referred to domestic violence advocate for additional safety planning
- Other

Please Specify: [text area]

[Print Report](#)

A total score of 20 or more is considered "positive" and warrants a referral.

- If your program has entered IPV screenings using the Futures or WEB form in the past, rest assured that these screenings have been counted toward the IPV screening aligned measure. We prefer that programs transition to using the RAT form because it allows you to enter item level responses, auto-calculates the total score, and includes fields to enter information about referrals, information shared, and safety planning.

Intimate Partner Violence Referrals:

What are we measuring?



MIECHV Performance Measure: Percent of primary caregivers with positive screens for IPV who receive referral information to IPV resource.

Instructions: If the total RAT score is 20 or higher, the IPV screening is positive, and a referral is needed.

Data Requirements: Enrollment date, Exit date (*if applicable*), RAT date, Positive RAT (y/n), Referral date, Referral Type,

Option 1 (preferred) is to enter a resource connection straight from the RAT form by clicking “Yes” after the question “Was a resource connection made as a result of a concern found during this assessment?”

Step 1: Enter the date the referral was made (not the date the form is being completed) and choose “Intimate Partner Violence” as the referral type. Then click “Create.”

Resource Connection

Was a resource connection made as a result of a concern found during this assessment? Yes No

Resource Connection Date 10/16/2023 This is the date first discussed.

Pertains To Mother

Connection Type Intimate partner violence

Connected By Demo Home Visitor

Connected To IPV Resource

Connection Reason

Did the family verbally accept this resource connection? Y N N/A

Permission to exchange information obtained: Yes Family declined Not applicable

Comments

Resource Connection Is Progressing (will show on PVRs) Completed (will no longer show on PVR)

[Print Report](#)

- Resource connection can also be entered while completing a Personal Visit Record.

Step 1: Click on the “Contact” link in the menu on the left side of the screen.



Step 2: Within the list of Contacts, click on “Private” next to the visit date when the screening occurred. This will open the PVR form.

Date	Type	Home Visitor	Children	Total	0-3	>3	Pre
10/4/2018	Private	Home Visitor2	Bornchild Caregiver	1	1	0	Y  

Step 3: Find the Resource Connections section of the PVR and click on the “+Add” button. This will create a pop-up window of the resource connection form.

Resource Connections

Were resource connections set or reviewed during this visit? Yes No

Current Family Resource Connections + Add

- Resource connection can also be entered from the Resource Connections page.

Step 1: Click on the “Resource Connection” in the menu on the left side of the screen.



Step 2: Click the “+” button in the orange Resource Connection bar to view the resource connection form.



Option 2 is to complete the “Documentation and Referral” portion below the RAT form.

Step 1: Check off any checkbox that describes the referral information to IPV resources provided after a positive screen and click “Save.”

- This portion should be completed right after the RAT assessment is completed.

Documentation and Referral

Referrals and information given to client this sessions:

- Social Worker/Counselor
- Domestic Violence Hotline
- Local Domestic Violence Advocate/Program
- Healthy Moms, Happy Babies Safety Card
- Other

Please Specify:

Did you offer safety planning? (Should happen for any score of 20 points or higher):

- Reviewed Safety Planning card on Healthy Moms, Happy Babies card
- Provided the Safety Plan and Instructions tool to my client
- Provided Domestic Violence hotline numbers
- Referred to domestic violence advocate for additional safety planning
- Other

Please Specify:

Resource Connection

Was a resource connection made as a result of this session?

Save

Close

Because Visit Tracker makes frequent improvements, some information in this document may be out-of-date. If you have questions about documenting visits and encounters, or you find that areas within this document need to be updated, please reach out to homevisiting@doh.wa.gov.