

# Identifying Home Visiting Data to Integrate with Other Early Childhood Data: Sample Data Inventory Worksheet

## Introduction

Integrating home visiting data with other early childhood data is a large undertaking, and state data integration leaders may need a way to organize the information they gather to support this process. Organizing these data makes it possible for state leaders to understand what home visiting data currently exist and how they are linked. States can accomplish this by developing an inventory of existing home visiting data that shows where the data are housed and whether they are already linked or integrated with any other early childhood data. States can use this inventory to develop a “map” to link these home visiting data and eventually integrate them with other early childhood data.

The [Identifying Home Visiting Data to Integrate with Other Early Childhood Data](#) resource offers guidance to states on compiling and mapping home visiting data within a state. This sample worksheet is a companion to the resource that state leaders can use to develop an inventory of the home visiting data in their state.

## Sample data inventory worksheet

State leaders may find this sample worksheet helpful when developing an inventory of home visiting data that may be integrated with other early childhood data. The sample worksheet may act as a starting point and can be adapted to meet the state’s specific data needs. In addition to the name of the program and any model or network to which it is connected, we suggest including the following information in an inventory:

- **Description of how the program stores data.** Data can be linked when stored electronically. Understanding how a program’s data are stored is helpful for determining what must be done to link the data. For example, if data are only stored in paper form, they must be recorded electronically before they can be linked with other data.
- **Type of data the program collects.** Data can be collected at different levels because programs may have different target populations or may offer services to different types of stakeholders. For instance, some programs provide services to guardians, whereas others may offer them to children. Additionally, programs may collect data on program administration (e.g., number of visits, total families enrolled), resulting in a wealth of program-level data that may help improve services when linked with other data.

The State-level Home Visiting Integration with Early Childhood Data Systems (SHINE) project aims to support states in integrating their home visiting data with other early childhood data. SHINE is a project of the Early Childhood Data Collaborative (ECDC), which focuses on the development and use of coordinated state early care and education data systems. This resource was funded by the Heising-Simons Foundation.



- **Where the data are housed and who owns/manages the data.** Data may be collected by programs but stored elsewhere (e.g., vendor data system or health network data system). It is important to understand who owns or manages the data and to collaborate with the entity that oversees the stored data. Additionally, state leaders may decide to indicate whether the program is connected to a model or larger network because these models or networks may ask or require programs to store data in a preferred data system or to collect similar data elements across programs.
- **Any existing data linkages.** It is easier to link data that have been previously linked because the logistics of integrating these data often have already been considered. State leaders can also use this information when creating a map of data linkages to understand where data linkages do or do not yet exist.

The sample worksheet below organizes key information about available home visiting data. We provide an example to illustrate how information on a specific program might be documented. A blank template is available following the example.

Home visiting program or model	How program stores data (check all that apply)	Type of data collected by program (check all that apply)	Where data are housed, and data owner/manager	Data linkages (check all that apply)
Example: Kids 'n Families Home Visiting Program-East (Nurse-Family Partnership)	<input checked="" type="checkbox"/> Paper records <input checked="" type="checkbox"/> Electronic records <input type="checkbox"/> Does not collect data <input type="checkbox"/> Unsure	<input checked="" type="checkbox"/> Child data <input checked="" type="checkbox"/> Family data <input checked="" type="checkbox"/> Program data <input type="checkbox"/> Other:	Housed and managed at the program and by a national model database (Efforts to Outcomes)  Contact: Jay Stork, health department, jstork@health.state.us	<input type="checkbox"/> Linked with other home visiting data Describe: <input type="checkbox"/> Linked with other EC data Describe: <input checked="" type="checkbox"/> Not linked <input type="checkbox"/> Unsure

## Home Visiting Data Inventory Worksheet

Home visiting program or model	How program stores data (check all that apply)	Type of data collected by program (check all that apply)	Where data are housed, and data owner/manager	Data linkages (check all that apply)
	<input type="checkbox"/> Paper records <input type="checkbox"/> Electronic records <input type="checkbox"/> Does not collect data <input type="checkbox"/> Unsure	<input type="checkbox"/> Child data <input type="checkbox"/> Family data <input type="checkbox"/> Program data <input type="checkbox"/> Other:		<input type="checkbox"/> Linked with other home visiting data Describe: <input type="checkbox"/> Linked with other EC data Describe: <input type="checkbox"/> Not linked <input type="checkbox"/> Unsure
	<input type="checkbox"/> Paper records <input type="checkbox"/> Electronic records <input type="checkbox"/> Does not collect data <input type="checkbox"/> Unsure	<input type="checkbox"/> Child data <input type="checkbox"/> Family data <input type="checkbox"/> Program data <input type="checkbox"/> Other:		<input type="checkbox"/> Linked with other home visiting data Describe: <input type="checkbox"/> Linked with other EC data Describe: <input type="checkbox"/> Not linked <input type="checkbox"/> Unsure
	<input type="checkbox"/> Paper records <input type="checkbox"/> Electronic records <input type="checkbox"/> Does not collect data <input type="checkbox"/> Unsure	<input type="checkbox"/> Child data <input type="checkbox"/> Family data <input type="checkbox"/> Program data <input type="checkbox"/> Other:		<input type="checkbox"/> Linked with other home visiting data Describe: <input type="checkbox"/> Linked with other EC data Describe: <input type="checkbox"/> Not linked <input type="checkbox"/> Unsure

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