

Screening Process at Our Healthy Start Program

Discuss these questions with your supervisor, or ask to schedule some time at a staff meeting with your team to talk about how your Healthy Start program screens your Healthy Start participants. Use this worksheet to keep a record of what you discussed.

1. Which screening tool(s) does our Healthy Start program use to identify health risks and needs of Healthy Start participants? *(Check all that apply.)*

- Healthy Start Demographic Intake Tool
- Healthy Start Pregnancy History Screening Tool
- Healthy Start Preconception Screening Tool
- Healthy Start Prenatal Screening Tool
- Healthy Start Postpartum Screening Tool
- Healthy Start Interconception/Parenting Screening Tool
- Other screening tool(s). List below:

2. In our Healthy Start program, how do we introduce and explain the screening process to participants?

a. What do we say to participants about why we do screening, why we are asking them all these questions?

b. What do we say to participants about how the information gathered by screening will be used, who it will be shared with, and who it will NOT be shared with?



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3. How do we explain confidentiality to our participants? How do we explain the limits of confidentiality (the times when we might need to break confidentiality)?

4. What are our program's policies and procedures for obtaining informed consent?
 - a. When do we need to ask participants to sign a consent form?

 - b. What consent form(s) do we use? *(Walk through the consent form with your supervisor and/or team.)*

 - c. What are some tips for explaining the need for consent and what the consent form covers?

 - d. What do we do if the participant does not want to sign a consent form?

5. Which member of our Healthy Start team is responsible for administering each screening tool with participants?
 - a. Who administers the Healthy Start Demographic Intake Tool?

 - b. Who administers the Healthy Start Pregnancy History Screening Tool?

 - c. Who administers the Healthy Start Preconception Screening Tool?



- d. Who administers the Healthy Start Prenatal Screening Tool?

 - e. Who administers the Healthy Start Postpartum Screening Tool?

 - f. Who administers the Healthy Start Interconception/Parenting Screening Tool?

 - g. Who administers other screening tool(s)? List other tools and who on the team administers them.
6. What are our program's policies and procedures for administering each screening tool? *(For example: When is the tool administered? Where is the tool administered—in what setting? Can we do some of the screening over the phone? Do we have to complete the whole tool in one sitting? How/where do we record participants' answers to the questions?)*
7. What are our program's policies and procedures for updating a participant's screening information, if we find out about a change in risk or status during a visit or call with the participant?

