

**3701-8-06 Help me grow home visiting program eligibility.**

Help me grow (HMG) home visiting is the state's parenting education program for expectant, first-time and other parents at highest risk for poor childhood outcomes. The program has four goals, which are: to increase healthy pregnancies, improve parenting confidence and competence, improve child health, development and readiness, and increase family connectedness to community and social support.

- (A) Home visiting contractors shall ensure that every parent or child referred to help me grow home visiting is determined eligible or not eligible within sixty calendar days of the program referral, in accordance with the following:
  - (1) At least eighty-five per cent of the contractor's capacity shall be used to serve:
    - (a) Families consisting of first-time mothers and their child, when the infant is not yet six months of age at the time of system referral, with a family income not in excess of two hundred per cent of federal poverty level; or
    - (b) Families consisting of expectant, first-time mothers with a family income not in excess of two hundred per cent of federal poverty level and the infant upon live birth.
  - (2) Up to fifteen percent of the contractor's capacity may be used to serve families that meet any one of the following characteristics and/or circumstances at the time of system referral:
    - (a) Families consisting of an expectant first-time mother;
    - (b) Families consisting of a first-time mother with an infant or toddler under three years of age;
    - (c) Families consisting of a first-time father with an infant or toddler under three years of age;
    - (d) Families consisting of an infant under six months old at the time of system referral and a birth or biological mother, biological or adoptive father, or an individual acting in place of a birth, biological or adoptive parent, such as a grandparent, stepparent, or other relative, with whom the child lives;
    - (e) Families consisting of an expectant mother or parent with an infant or toddler under three years of age who provide documentation of a family income not in excess of two hundred per cent of federal poverty level;
    - (f) Families with a child under three years of age being referred to home visiting as identified on form HEA 8021; or
    - (g) Families consisting of an expectant mother or a birth, biological or adoptive parent who is in the U.S. military and their infant or toddler under three years of age.
  - (3) If the provider has capacity, any child in a family referenced in paragraph (A) of this rule may be served in accordance with rule 3701-8-06.1 of Administrative Code until the child is three years of age.

- (B) Families remain eligible as long as the child defined in paragraph (A) of this rule has not reached three years old, regardless of program exit and re-entry. However, upon re-entry, a family may be wait listed due to capacity of the home visiting contractor.
- (C) Home visiting contractors shall ensure that when a family is determined not eligible for home visiting, the contractor provides a letter in person, by e-mail, or by post mail stating that the individual did not qualify for the help me grow home visiting program, the options available for re-consideration of the decision and the reasons why within ten calendar days of the determination.
- (D) When an individual disagrees with the ineligibility determination, a parent may request reconsideration of the decision by filing a written request with the director within forty-five calendar days of the date on the written notice. The request for reconsideration shall contain a statement of the reasons the parent believes the decision is incorrect or inappropriate and may include any written documentation, argument, or other materials they wish to submit. The request is filed with the director when it is received by the department.
- (1) For the purposes of reconsideration, the director may request additional, relevant records or documentation within forty-five calendar days of receipt of the request for reconsideration. The parent shall file any requested information with the director no later than forty-five calendar days after the date on the director's request for additional information.
  - (2) Within forty-five calendar days after receipt of a request for reconsideration from the parent and all necessary additional information filed pursuant to the director's request for information, the director shall issue a written notification of the decision to the parent who requested the reconsideration. If the director upholds the ineligibility decision, the notice shall include the reasons for the decision including citations of statutes, or rules directly involved.
  - (3) The decision of the director shall be final. There is no further administrative or judicial review of the director's decision.

Effective: 01/15/2015

R.C. 119.032 review dates: 09/01/2017

CERTIFIED ELECTRONICALLY

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Certification

07/25/2014

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Date

Promulgated Under: 119.03  
Statutory Authority: 3701.61  
Rule Amplifies: 3701.61  
Prior Effective Dates: 8/8/2005, 7/16/10, 9/3/12