



Home Visiting Consultation Costs, estimate:

The annual cost for a full model of infant/early childhood consultation is dependent on many factors.

- Will this person be an employee of your program or an hourly contracted individual?
- What services would you be receiving from your consultant?
- What is your rate of pay?
- Is there travel involved?

Here is some information to help as you think about these questions:

The direct services to the home visiting programs is outlined below, and includes case consultation, reflective consultation, support to home visitors and the supervisor, training, co-facilitation of groups, and potentially attending and observing on home visits.

These costs are based upon average monthly time. However, things sometimes are changed based upon a few factors.

- Consultation is sometimes needed when immediate need occurs. Examples of that would be a traumatic event such as a death of a baby, community violence that directly affects the program participants or staff, conflict.
- Consultation is sometimes cancelled due to bad weather, sickness, conflict in schedules, or holiday issues.
- More scheduled consultation occurs if a specific training is needed or offered, if someone requests a home visit observation, or if a new home visitor requires some additional information from the consultant.

CONSULTANT SERVICES TO HOME VISING PROGRAMS, HOURS IN ONE YEAR		
Service	Hours	cost
Reflective consultation in team meetings, 2 x per month	48	
Reflective consultation with program supervisors, 1 x per month	12	
Joining in on supervision meetings with supervisor and home visitor. Depends on number of home visitors. Estimate 3 hours a month.	36	
Professional development to programs/home visitors. As	24	

requested, and as required. Varies. Estimate 2 hours per month.		
Total	120	120 X hourly rate of consultant

The following is a chart that outlines the supports and professional development essential to the role of the consultant. This includes an orientation to the work with the program at the beginning, monthly supervision calls, quarterly group meetings for sharing of information with other consultants, and the annual consultant retreat. Consultants must also participate in a Reflective Learning Group monthly either as a facilitator or as a consultant in order to keep their own perspective and practice the skills needed to do this work.

CONSULTANT OBLIGATIONS AND SUPPORT HOURS IN ONE YEAR			
Required Meetings and Trainings	Estimated yearly hours	Estimated travel hours	Estimated mileage
Participate on monthly individual and group consultant reflective learning calls	12		
Strongly encouraged to attend Regional Reflective Learning Groups	24		
Attend yearly, State-wide Consultant Retreat.	5		
Attend quarterly meetings with other consultants from the same project.	20		
Total hours per year:	61		
Total for consultant supervision, support and professional development = 61 x hourly rate for this consultant.			

In order to estimate your costs you need to think about a few things. If this person is going to be paid hourly they will cover the cost of federal and state taxes both for the employee and employer, the cost of equipment to do the job such as their computer and cell phone, etc., and they maintain their own office. In addition, they cover their own health care and any other benefits an employee might receive. As a result their hourly rate reflects that cost, and may seem high unless you factor in these costs.

And, you can pay the consultant per hour, as well as their travel time and expenses, or you can pay a high rate per hour and not include the travel time and expenses.

It is essential for a consultant to be a part of the supports and PD to keep them current, and some projects pay for those hours while others increase the rate of the consultant to accommodate the hours.

Here are some examples of how this might look using \$75 per hour as a flat rate:

Scenario 1:

Consultant is paid \$75 per hour. That consultant works 120 hours a year providing direct services to a program, and also attends 61 hours a year of PD and supports. The total for that amount of time is \$15,385 per year for basic costs.

The same consultant drove 200 miles that year, and drove for 5 hours total. We pay their mileage as well, but the hourly rate from driving is \$35 per hour so this is an additional cost of $\$35 \times 5 = \175 and $200 \text{ miles} \times \$.55 = \110 . So, our total for this program is:

\$15,385 basic costs
175 hourly travel
110 mileage
\$ 15,670

Scenario 2:

Your consultant is working in 3 programs, providing the same number of hours in each program. You would take the 120 hours x 3, but the supports and PD hours would only be for 1 consultant. To estimate this you would say:

3 x 9,000 \$27,000
Plus hourly travel and mileage estimate: \$855
Plus ONE consultant support/PD cost of 4,575

Total estimate for 3 programs using the same consultant: **32,430**

Scenario 3, and most likely to fit into the PI and PFA funding initiative:

Instead of paying for consultant supports, mileage and hourly cost of driving, increase the rate allowed for the consultant to compensate for their attendance at those supports/pd. It would be an important part of the contract with that consultant in this case to include the direct hours to the program but also indicate that this rate will encompass attending the consultant supports and professional development that are outlined.

At that point your rate will be set between you and your consultant, but would be a higher rate to allow for more included in those hours. The guidance might be between \$125 and \$300 per hour, which would include direct hours, hours of preparation, travel hours and mileage, attendance at monthly reflective learning groups, receiving reflective supervision, group meetings with other consultants from this project, and attendance at the annual consultant retreat. If you use the estimated time for one program as 120 hours, and you use the rate of \$125 per hour, your total would be: **\$15,000** for one program.

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