Policy:

All home-based visiting staff employed by a MARC Head Start direct service provider must meet one of the following requirements listed below:

- Home-based CDA and Family Development Credential; or,
- Associates/Bachelor’s degree with 12 hours of social work, human services, family services, or counseling in the 400/500 level of course work and 9 hours in child development.
- For the advocate role we prefer a bachelor’s degree

The following must occur:

- Applicant or employee must provide:
  - the most current transcripts, inclusive of any and all educational institutions attended; OR
  - the family development credential; and
  - the CDA-Home-based
- Direct service provider will perform transcript review of applicant or employee transcripts;
- Transcript review assistance can be obtained from MARC Head Start Quality Assurance Coordinator.

Supporting documents must be provided to Grantee Quality Assurance Coordinator or other requesting Grantee staff.