

Decision Making

Plan Implementation and Adjustment

During this time, the Child and Family Team with the probation officer will make timely decisions that provide the youth with appropriate levels of affection and belonging that are expected to be enduring.

Activities include:

- Holding regularly scheduled team meetings to chart accomplishments, assess plans, adjust interventions and assign new responsibilities
- Providing interventions, services and supports as delineated in the plan; always focusing on “how can we achieve connectedness for this child/youth?”

Team meetings should begin with looking at and celebrating accomplishments that have occurred since the last Team meeting. The Facilitator conducts a check-in process with each Team member to identify good news or things that have happened since the last meeting. The Team then assesses the current plan by reviewing the component interventions, actions, and strategies that were agreed to in the first meeting. The assessment asks two questions:

1. Did the Team member actually do what they committed to do at the first meeting? This is called follow through.
2. Did the achieved task actually help? This is called impact. The way that this is determined is by asking the person with the need whether their need is met more as a result of the action or not.

Products developed:

- Ongoing meeting minutes that describe changes to the Plan of Care
- Quarterly reports that detail progress made in meeting needs
- Ongoing record of team member participation including who has attended team meetings and who has not
- Record of Team decisions made to Probation Officer and Court's ruling, adjustments and follow-ups to increase connectedness

Details completed include:

- Method for communicating schedule of team meetings
- Mechanism for orienting new team members

Adapted from Miles, Patricia and Franz, John. **The Collaborative Toolkit, A Handbook for Family Team Facilitators. October, 2006.**