

The Family Guide
to
Child and Family Teams



1-800-356-4543
mikid.org

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What is a Child and Family Team?

A *Child and Family Team* is a group of people that is chosen by the family of a child with a behavioral health concern. The role of this team is to help a family to talk about, and then develop or locate, the services and supports that the family needs to help their child and family to reach their goals.

You and your family choose who will be on your Child and Family Team (CFT).

A Child and Family Team meeting is a place where families describe what it is like to raise their child, and talk about the services or supports that might help the family. It is a place to tell the *Family Story*.

You and your child will work with your CFT to set your own goals. The team will help you to talk about what your child and your family needs to help your child to be successful. The team members will help your family to find or develop the services and supports to help you to reach your goals.

If you are involved in CPS or the court system, you need to know that a person from either of those systems may sit on your team, and help to agree on team members. Even when someone else has temporary responsibility for your child, you will still make most of the decisions that affect your family.

Child and Family Team Planning

Services and supports are based on what families do well - their strengths. All families have strengths. Families do not like feeling blamed for their child's problems, and this is not acceptable in a Child and Family Team. Instead, services are built around what families like and do well.

The team is responsible to help find or create services and supports that are based on the family's interests and strengths. The services and supports the family chooses will help the family to reach their goals. These services and supports are written into a *Family Service Plan*.

Does this sound different from what you have heard about or experienced before? It is! For many years, services have been developed and provided by people who do not know the family well, or who have not really looked at what families do well.

Today, families are part of a team of people who plan together, and who base services on what the families know about their children and themselves. This is called "family-centered services." The new Arizona CFT process is about respecting families to make their own decisions.

The Child and Family Facilitator

Each Child and Family Team (CFT) has a facilitator. This person contacts team members, and sets up meetings for the team. Sometimes the person also runs the meeting. Often, after a meeting or two, parents or other family members may choose to be the facilitator for their own team. Some families may want to share these responsibilities with other team members.

The facilitator will help the family and the team to list the family's strengths. This process is called a strengths and culture discovery. It is used to determine what families do well, and to help families set and reach their goals

The reason that culture is part of the discussion about family strengths is because a family's culture, language, habits and traditions are also part of their unique strengths. Cultural celebrations, ritual, practices and beliefs help to connect us to our community and support us through tough times.

The facilitator will also help to list the strengths and skills of the team. Together, the family and the team will use the strengths to help the family to reach its goals. If, for instance, one team member is good at finding community resources, that person might help find an after school program for a child.

There may be times when young people want run their own team, especially as adolescents. The parents and facilitator, working together, can support the young person's growth by helping him or her with the tasks needed to run an effective team.

Finding support and information

Everyone needs support!

Some families will talk with other family members about the challenges and joys of raising children, while other families may want to talk with another parent. Still others will want to join a parent support group where they can share stories and find solutions for their family. Some parents will simply want to talk on the telephone with another person who understands what they are experiencing.

Many agencies will have a list of parents who provide support to families. Parents who want to find someone with a "child like theirs" or who just want to share ideas with another parent may ask their Child and Family Team facilitator for a referral. Or, they may call a special organization that exists just to help families with support and information.

The family organization that serves your area is called MIKID. This organization is working with families to find services and supports, including support groups or connections with another parent. This service is FREE to families! The telephone number for MIKID is

1-800-356-4543

10 Steps to a Child and Family Team

1. Decide who is on the team
2. Decide where the team will meet
3. Identify the child and family's strengths
4. Help set goals and outcomes for the family in a Family Service Plan
5. Identify the child's needs by looking at different areas of life (domains)
6. Decide what to work on first
7. Help the team to find different ways to meet the needs, and base the services on what families do well - the strengths of the family
8. Help develop a Crisis Plan or Safety Plan
9. Review the Family Service Plan and change when needed
10. **Cheer the Plan!** Celebrate success

Step ONE: Decide who is on the team

The people you choose to be on your team may include:



- Family
- Friends or neighbors
- Spiritual leaders
- People from work
- Agency staff
- Family support
- Teachers
- Others...

Your team is a group of people who know you and your family. They may have helped you in the past. Or they may be new friends who want to help. It takes a little time to build

your team, but it is worth the work. It helps to start with team members that you are comfortable with. Others can be added later.

Step TWO: Decide where you would like to meet

A Child and Family Team can meet anywhere you choose. Some families like meeting in their homes. Some would rather meet in an office. Some families like public spaces, such as the library, a child's school, or a local park.



What is important is to choose a place where you and your family feel comfortable.

Step THREE: Identify your child's and family's strengths

The Child and Family Team develops services and supports that are *strengths-based*. This means that services are based on things your family is good at or likes, and things that may have worked for you in the past. The facilitator will ask about what you and your child like to do, your hobbies and interests, and what your family does well. The facilitator will help the team to develop a list of family strengths so the team:

- ✓ Learns about your child and your family
- ✓ Has a picture of your strengths and needs (sometimes people only hear about your problems)
- ✓ Knows the resources your family and the team has (Resources are family members, neighbors, healers, teachers, etc)



Step FOUR: Set goals and outcomes for the family

Setting goals starts with thinking about changes you want for your child and your family. These may include things like talking with one another more effectively, or finding new ways to have fun together. This is the time to create a vision for how your family might look if everyone was doing well, and to develop outcomes to get there.

Outcomes are usually written as GOALS. The outcomes you want help determine what services and supports are needed.

Goals or outcomes show where you want to go. If you meet the goals, the plan was successful. If you do not, the team will create new ways to help meet the goals. The team will help you to reach your goals.

Sometimes outcomes are determined by the courts. If so, these outcomes will also be part of your Child and Family Plan. If the courts are involved, you must tell your team if you will need supports to meet court goals.



Step FIVE: Identify needs by looking at all areas of life

Once families decide what outcomes they want, the team will help them decide what services or supports are needed to reach the outcomes. These include things like:

Getting to medical appointments

Managing anger

Taking medicine on time

Having a break from one another

Making it to school

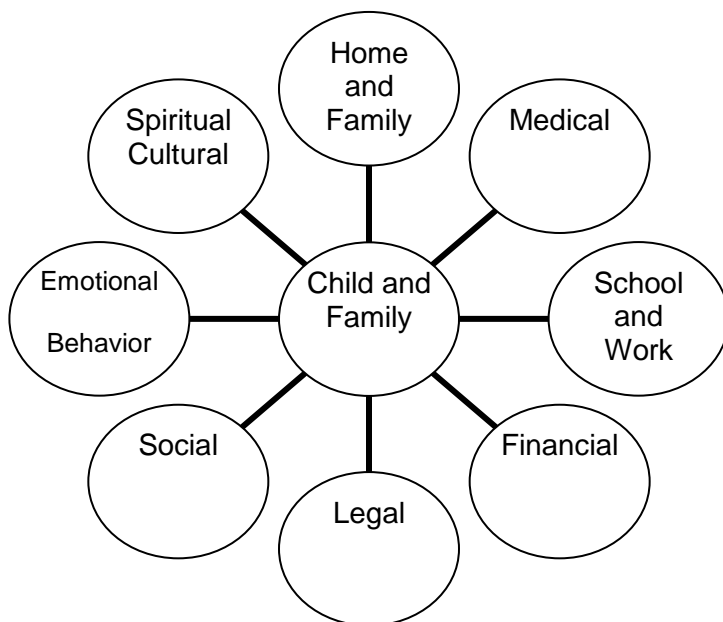
Doing homework

Making friends

Counseling

Needs are not the same as services. Learning to control anger is a need. A tutor, mentor, Big Brother, or therapy is a service.

Your family may have needs in any area:



The Child and Family Team will talk about different ways to meet needs. Some ways include:

- informal supports, such as a friend or a mentor for a child, or a babysitting club
- formal services, such as counseling, after school programs, or in-home behavior training

Step SIX: Decide what to work on first

1?

2?

3?

Once you decide on the areas you want to work on, you must determine what to work on first. The team will talk about many different ways to help meet needs. Working on two or three needs is a good start.

The entire Child and Family Team will make suggestions about ways to help your family meet needs. This is called *brainstorming*. It is like a flood of ideas. The team will help with ideas, but your family will make the decisions.

Step SEVEN: Find ways to meet needs, and base services on strengths



The team will talk about lots of ideas, and may even suggest what they think might be helpful to reach your goals.

You do not need to make a choice just because a service is available or just because someone else likes the choice. Pick those ideas that you like, and that build on your child and family's strengths. When you choose an idea that matches the strengths of your family, it is much more likely that it will work to meet your needs.

Step EIGHT: Develop a Crisis Plan

Crisis Planning. Keeping a child and family safe is part of the planning process. A crisis plan will list the steps you and team members can take to prevent a crisis. It will also include steps that will be taken in a crisis. A Crisis Plan asks "What could go wrong?" so the team can:

Predict: talk about the worst thing that could happen

Prevent: develop options to prevent crises

Plan: develop a plan: "what to do if a crisis happens"

A crisis plan must work day or night, any day of the week. The plan must be easy to follow and include "who, what, when, and where". The team makes sure the family has the supports and resources needed to carry out the plan.



Step NINE: Review the Family Service Plan and change it when needed.

Your team will meet to review your Family Service Plan to see how it is working. The team will make changes if things are not going as planned.

Once the plan is finished, you will want to think about whether it really fits your family. If someone were to ask, what grade would you give your Family Service Plan?

What you say can help to improve the process, services and supports for your family and for other families in Arizona.

My Family's Service Plan
✓ Goal 1
✓ Goal 2
✓ Goal 3

Step TEN: Cheer the PLAN!! Celebrate Success!

Once the Child and Family Plan is in place, it will outline the supports and services that are to be provided to the child and family.

"Cheering the Plan" means celebrating small and large successes. It also means telling your child - often - what he or she is doing that is good. Children and families can build on these successes to feel good about themselves, and to begin to achieve the goals that all parents dream of for their children.

You are on a journey with your child and your family. Every parent feels exhausted, helpless, or overwhelmed at times - and you probably will too. This is normal, especially if you are busy raising a child with behavioral health issues.

Do not be afraid to reach out for help, for many others have been on the same journey. The behavioral health system will improve only if families take charge of their lives, tell others what they need, and decide on services that are based on their child's and their family's strengths.



We wish you the very best!

The State of Arizona has created a Vision and 12 Practice Principles for how services will be provided to children and their families.

THE ARIZONA VISION

In collaboration with the child and family and others, Arizona will provide accessible behavioral health services designed to aid children to achieve success in school, live with their families, avoid delinquency, and become stable and productive adults. Services will be tailored to the child and family and provided in the most appropriate setting, in a timely fashion, and in accordance with best practices, while respecting the child's and family's cultural heritage.

THE 12 PRINCIPLES

1. Collaboration with the child and family
2. Functional outcomes
3. Collaboration with others
4. Accessible services
5. Best practices
6. Most appropriate setting
7. Timeliness
8. Services tailored to the child and family
9. Stability
10. Respect for the child and family's unique cultural heritage
11. Independence
12. Connection to natural supports