



Action Plan for __Jane____ Family

Date: __12/15/2017____

Frequency of meetings: __Once or twice a month____

Name: Jane Bell	DOB: 3/17/2001	Date of Enrollment: 11/3/2017
Guardians: Paul and Nikki Kiser	Phone: 814-567-1234	
Address: 314 Sycamore St. Punxsutawney, PA		

Child and Family/HFW Team Members

Name	Relationship	Contact Info	Strengths	Attended Mtg.
Jane Bell	Youth	814-567-1234	Likes taking care of animals	Yes
Nikki Kiser	Mother	814-567-1234	Very organized	Yes
Paul Kiser	Father	814-567-1234	Detailed and problem solver	Yes
Doreen	Grandmother	814-567-4321	Supportive of the family	Yes via phone
Mary	Aunt	856-877-1111	Offers experience raising youth with sleep disorders and advocates for family's voice	Yes via iPad
Violet	Friend	814-567-2222	Good motivator and a support for Jane	Yes
Lisa	Therapist	814-234-001	Helps with insight around situations	Yes
Jennifer/Mike	Child Welfare	814-567-1000	Helps with staying focused	No
Killian	YSP	814-234-0987	Helps support Jane	Yes
Christine	FSP	814-234-0987	Helps support Paul and Nikki	Yes
Dave	Facilitator	814-234-0987	Communication and integration	Yes

Successes and Celebrations:

Nikki has been in a better mood
 Paul has been cleaning up specifically sharp objects after finishing construction for the night.
 Nikki and Christine talking with Mary and preparing her for the meeting
 Jane and Killian meeting with Violet and helping engage her for meeting
 The family has been more open to discuss some of the concerns of why Lisa is involved
 Jane has been getting eight hours of sleep a night 😊 (Measurable Goal)

Ground Rules:

No blame/no shame
 What is said here stays here/confidentiality
 Keep meeting to an hour
 Stay positive and focus on what people do well
 Phones away and silent

How decisions will be made:

To hear from others however family will make decisions as long as safety is respected



Vision, Team Mission and Prioritized Needs

Family Vision:

Jane is regularly attending school with more social involvement. She communicates her frustration more positively with her parents giving her the attention she needs. Nikki is resting more and has reduced the stress in her life.

Team Mission:

As a team we commit to having effective meetings by giving the family a voice and transferring our skills, using supports to identify our needs, keeping the home safe, teaching positive skills to express frustration and understanding each other, and reducing stress by taking breaks.

Prioritized Needs:

1. Jane would like help to meet the Child Welfare requirements on truancy
2. Jane wants help with her self-injurious behaviors
3. Jane would like to become more social
4. Family would like to spend more time together

Priority Need:

Jane would like help to meet the Child Welfare requirements on truancy.

Goal:

Jane will be out of bed between 6:30-6:45 to go to school each day for the next two weeks.

How will we know when goal is met? (Measurement Strategy)

Jane will attend school for two weeks without missing a day. Nikki will keep record and Paul will report progress at next team meeting

Strengths and culture around the need:

Paul and Nikki have been great at tracking progress

Violet lives in nearby and is willing to help Jane, they used to walk to school together in middle school

The family hold each other accountable

The family is dedicated and committed to one another and making this work

Jane is open to help from others

Team members are great motivators

Nikki and Paul are organized and makes sure things happen

Jane cares for Bella (responsible)

Parents value education and believe one should be there every day

Brainstorming: *(All brainstorming ideas with * have been planned for)*

- Getting a phone call in the AM
- Make breakfast before school
- Eat breakfast with Violet
- Feed Bella
- Let Bella in the room
- Set alarm every fifteen minutes
- Alexa play music in the AM
- Yoga in the morning
- Not yelling
- Keeping track when Jane gets up



- Talk nicely and reminders to get up
- Grandma singing in the morning over phone or recorded
- Chores in the AM with rewards \$\$\$
- Feet on The Ground

Who	What/Where	When/Target Date	How Often
Jane	Feed Bella in the morning	12/16/17	Daily
Paul	Let Bella in Jane’s room at 6:30am	12/18/17	School days
Nikki	Remind nicely about chores if Jane is not out of bed by 6:40am	12/18/17	School days
Nikki	Make breakfast in morning	12/18/17	School days
Violet	Send txt to Jane about breakfast at 6:45	12/18/17	School days
Nikki, Jane and Violet	Breakfast/time to prepare for school with mom and friend before school	12/18/20	School days

Check in on Action Steps:

Who:	When:
Christine	12/21/17
Killian	12/20/17
Dave	12/22/17

Opportunities for youth to engage in community activities:

Christine will talk to Paul and Nikki regarding community resource that may help with needs of the family

Who needs to be invited to next meeting?

Youth and Family said they have everyone needed

Plan to add new team members/engage Natural/Community Supports or Service Providers:

N/A

Date & Time of next meeting:

1/12/18 at 2:30

Notes:

Jane has been able to get eight hours of sleep each school night 😊 However, she indicated she is still having a hard time getting up because of being “so tired.” Paul and Nikki are going to follow-up with Jane’s PCP to start progress on any medical issues on why Jane is still feeling tired in morning.