

Virginia Wraparound Center of Excellence

High Fidelity Wraparound Training: Day Four

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Ground Rules

1. Please let us know if there is anything you need to support your learning
2. Participate in the entire training (if you can't, let us know)
3. Come back from breaks and lunch on time
4. Place all cell phones on vibrate, so the training process is not interrupted if you receive a call or page



Review



Learning Goals - Day Four

1. **Implementation Phase:** Facilitators will learn the Implementation Phase and the major activities associated with this phase
2. **Transition Phase:** Facilitators will learn the major activities during the Transition Phase



Implementation Phase

III. Implementation:

1. Maintain and build team cohesion and trust
2. Revisit and update the plan
3. Implement and evaluate success of the HFW plan
4. Manage documentation and logistics

Implementation Phase

Implementation is the longest phase for most families, typically lasting from three to nine months depending on the needs

Implementation begins when the initial HFW plan and Crisis Prevention Plan are developed, and continues until the Team Mission is almost accomplished

The **Implementation Phase** is coming to an end when the youth/family are demonstrating self-efficacy in meetings and in their lives

Day Four - Activity One

Implementation Team Meeting

Activity – Day Four Appendix, page 1
Copy of Plan – Day Four Appendix,
pages 2-3



Implementation Skills

- *Assist families*
- *Evaluate success*
- *Maintain team cohesion and trust*
- *Identify natural and community supports*
- *Educate providers*



Implementation Activities- Meeting Facilitation Skills



- Celebrate and acknowledge differing points of view (these may be the prelude to new creative ideas)
- Continue brainstorming and evaluating ideas (without judgment)
- Support consensus towards effective action plans
- Continued focus on goal setting and goal attainment
- Collect data from measurement strategies about what is working on the plan to add to Discovery document

AAA Plan

Assess

Adjust

Assign



Engagement, Safety and Productivity



HFW Teams

The facilitator's role is to assure:

Engagement – Preparation and context setting

Safety – The culture of the team must reflect safety...Ground rules; No shaming and blaming, etc.

Productivity – Ensuring that action steps are completed

Meeting Safety



Facilitator's Responsibility

The facilitator needs to run safe, effective and efficient meetings so that all

team members feel their time is well-spent, and their support of the youth and family is valued



Shared Responsibilities

The Who, What, Where and When of the Plan...

- Meeting a variety of needs requires specific actions for which team members must take responsibility
- Creates buy-in and shared responsibility among team members



Shared Responsibilities

- Facilitator skills promote a value of ***shared responsibility*** by team members when opposing thoughts from individuals on the team are transformed into action steps that all can agree on
- We celebrate when these action steps produce a plan that meets the goals



Challenging Meetings

What Situations Might Cause a Challenging Team Meeting?



Day Four - Activity Two

Challenging Team Meetings



Tip Sheets for Challenging Meetings

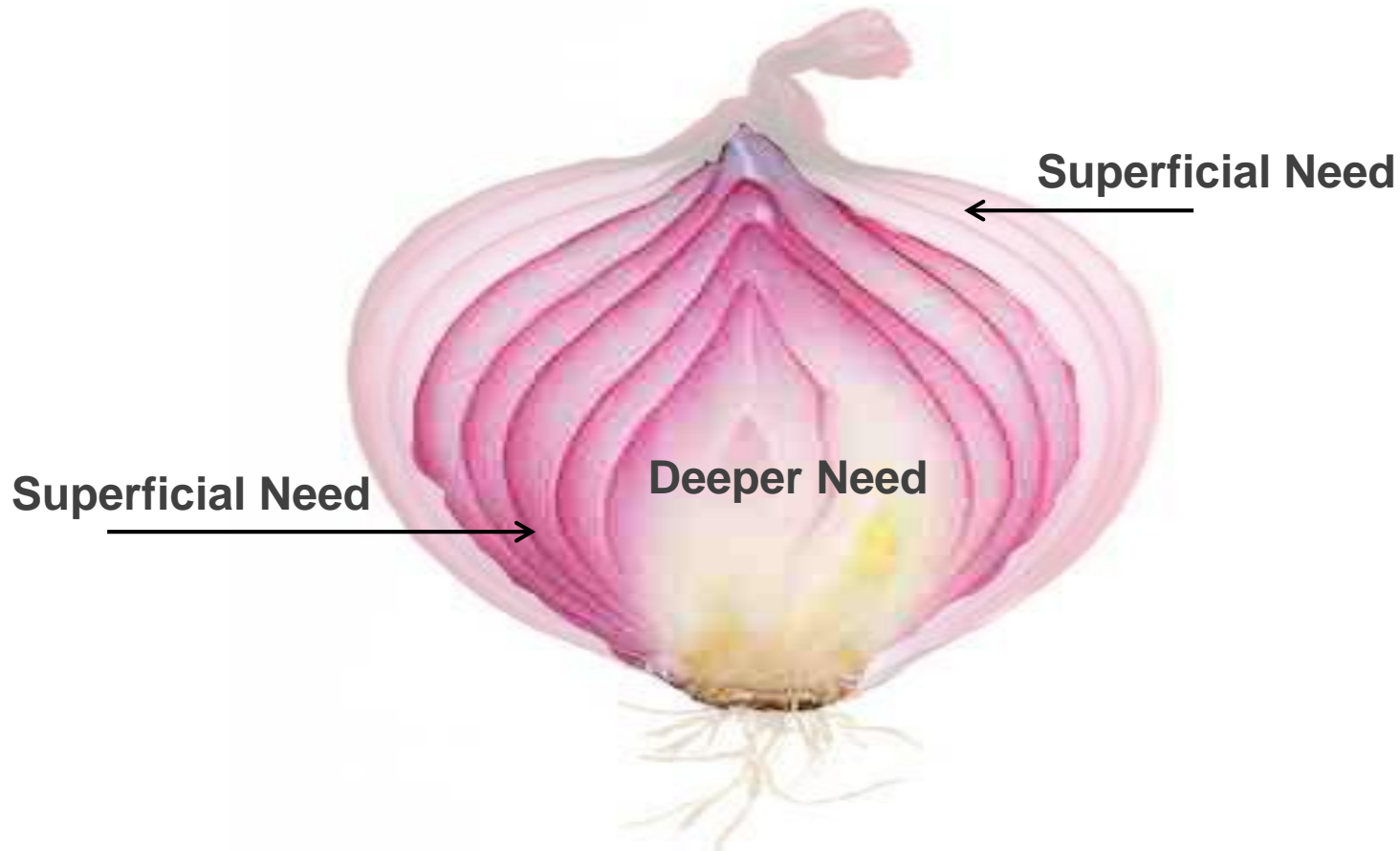
A document on challenging meetings and a Challenging Meeting Tip Sheet is located in the Day Four Appendix, pages 5-9



Learned Helplessness

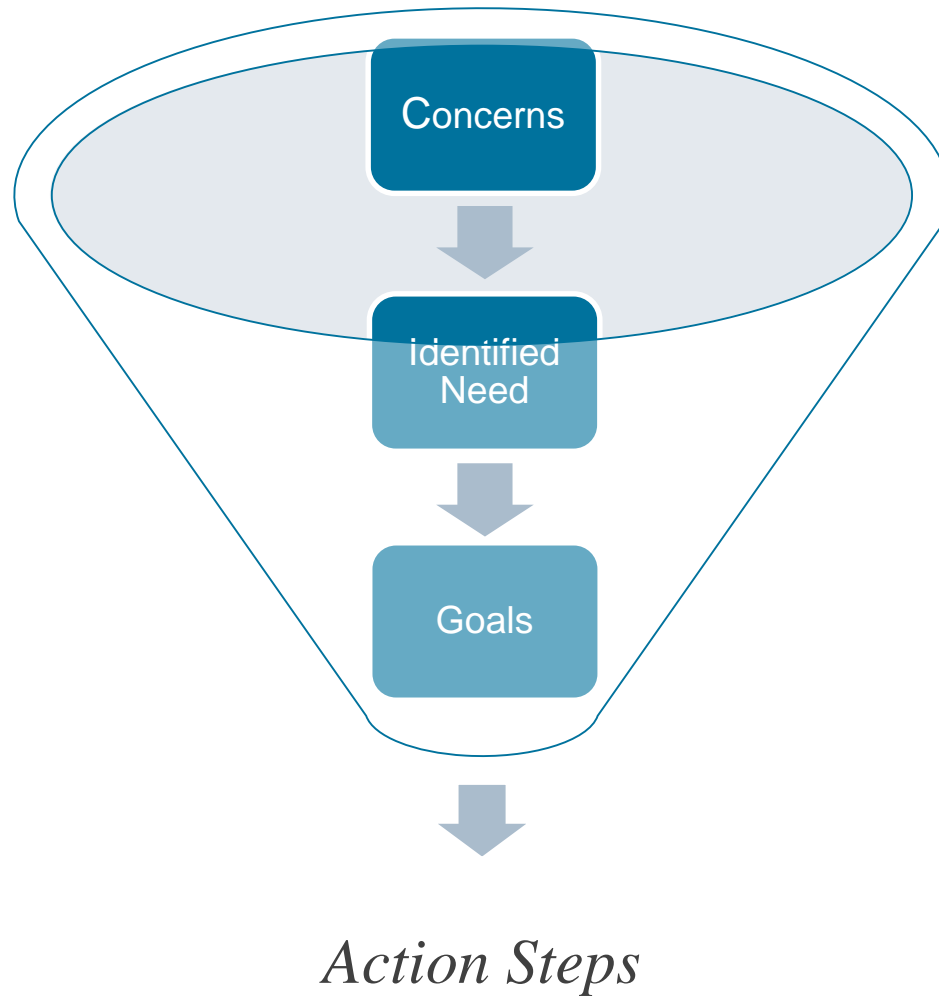


Peeling the Onion



Peeling away the layers to get to the deeper need

Breaking Down Needs



Day Four - Activity Three

Deeper Needs Video

Activity – Day Four
Appendix, page 4



The Plan Isn't Working?

Facilitator Skills:

- **Guide** the team to amend the plan to target newly identified priority needs
- **Monitor** so that the plan revisions continue to align with the team's mission
- **Brainstorm** new options when plan strategies and action steps are not resulting in progress towards established goals. This promotes individualizing the plan
- **Revise** the plan to reflect new strategies and action steps
- **Identify** new areas of need and facilitate the re-prioritization of needs when necessary

Evaluate and Celebrate Success



Transition

IV . Transition Activities

1

Plan for cessation of HFW

2

Conduct commencement ceremonies

3

Follow-up with the youth and family after graduation

4

Transfer of skills

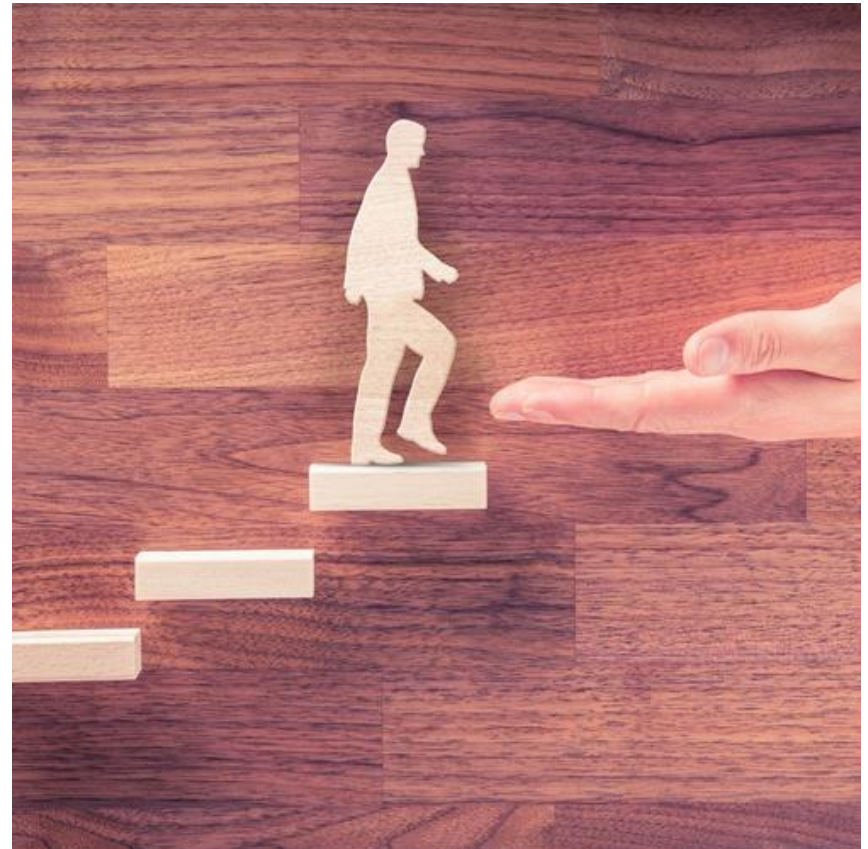
Transition Description

- Transition is a phase in the HFW Process
- Everyone must exit HFW with a plan
- It is dependent on the youth and family's progress
- A thoughtful effective transition will engage the entire HFW team in decision making, support of the family, and will help the youth and family move to a maximum positive functioning and self-sufficient life, rather than just moving them from services
- The formal transition phase can range between two weeks and up to three months

What We Strive For

When the youth, family and team have developed to the point where the following indicators have been met, the youth and family are ready for transition:

- There are sufficient informal supports in place
- Youth and family have assumed facilitation responsibility for the HFW team meetings



Indications for Transition

The indications for Transition can happen in any of the for HFW phases

It's important for the facilitator and FSP to *be aware of any verbal and nonverbal signs* that indicate the youth and family are ready to move on, and out of the HFW process



Indications for Transition

Planning Indicators:

- Team Mission accomplished
- Sufficient informal/natural support in place
- Priority goals have been achieved and are supported by the tracked data



Youth and Family Facilitation Skills

Communication

Assertiveness and confidence

Advance preparation

Active listening - paraphrase, reflect, review

Awareness of time in terms of the beginning and end of meetings, and the completion of tasks

Awareness of relationships and personalities

The ability to build consensus



Youth and Family Skills

Skills that indicate readiness for Transition:

- Identifying needs
- Gathering appropriate team members for meetings
- Meeting facilitation
- Developing natural supports
- Brainstorming and problem-solving
- Phone calls to find resources

What else do you think can be transferred?



Facilitator Skills in Transition

Plan for ending formal HFW by creating Transition Plans
(over the course of the Transition Phase)

Facilitator and FSP have prepared youth and family for transition
meetings

Transition needs have been discovered

Crisis Management Plan has been developed

HFW process has been modified to “fit” family culture and needs
following formal process

Youth and families have assumed responsibility for meetings

Facilitator Skills in Transition

- ▶ Review Team Mission – celebrate success!
- ▶ Review “Lessons Learned”
- ▶ Discovery has been updated
- ▶ Document post-graduation contact with youth and family
(action steps for checking-in have been written into the plan)
- ▶ Plan graduation celebration

Theory of Change in Transition



Theory of Change in Transition

HFW Facilitator, FSP and Team:

- “Cheering on” the youth and family
- Natural supports are engaged and organized, and continue to support the family
- Look for supports and services that can eventually be fulfilled by the family and/or natural supports
- Youth and family know how to bring people together for a meeting and to develop a plan
- Youth and family now know how to identify their own needs

Emphasis on Natural Supports

- Natural supports must be engaged on the team for successful transition from HFW
- Natural supports must be successfully engaged in the planning process helping the youth and family with the completion of action steps so they can move closer to their vision
- Relationships are reciprocal and enduring in nature



Bottom Line...

You want the youth and family to succeed, but in order to do so they need to have skills

Throughout the HFW process, you should be teaching skills so that the youth and family feel more confident about their ability to meet their needs

Ask the youth and family throughout that process about how success will look to them, how they will know they are ready to transition, what they want the team to look for

Graduation

- Give family final Discovery
- Give family Transition Plan
- Celebrate!!!!



End of Day Four

- Wrap-Up
- Concerns?
- Questions?

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