**Family Support Team Meeting Discussion Guide**

*This guide is meant to help family practitioners cover necessary topics during Family Support Team meetings. These items do not have to be covered in this order or in all meetings. Covering these topics on a consistent basis will ensure consistent work with families. All families’ situations are different and will have additional specific topics to consider during meetings. Certain information discussed in meetings will need to be documented in FACES.*

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| **PURPOSE OF MEETING** | **GROUND RULES** |
| * Assessing safety of the child * Determine if the child can be reunited * Discuss case goal and need for permanency * Determine service and treatment needs * Review placement options and appropriateness * Develop/Review/Revise case plan/Map * Develop/Review visitation plan | * Be respectful of each other * One person speaks at a time * Focus on the purpose * Everyone has a chance to speak and be heard * It is ok to disagree * Speak to each other, not about each other * Encourage honesty without blaming or shaming * No idea is a bad idea * Ideas should not be judged |

**Must be reviewed if this is a PPRT:**

* An objective third-party reviewer who is not responsible for case management or delivery of services to the subject child or his/her parents is involved in the PPRT meeting
* The continuing necessity for and appropriateness of the placement
* The extent of progress with case plan activities
* The extent of progress made toward alleviating or mitigating the causes necessitating placement in foster care
* An expected date for return of the child to his/her own home or another permanent placement is projected
* All non-children's division attendees have signed a Confidentiality Form
* Older Youth FST guide (transition plan) and IAP goals (if applicable)

**Other possible agenda items**

* Adoption and Safe Families Act discussed.
* Indian Child Welfare Act/Does the child have Indian Ancestry?
* Reason for Removal/Harm and Danger statements
* CD/Family worries
* What is working well
* Next steps

**SUMMARY OF PROGRESS**

* Child Education
* Child Health/Mental Health/Child Vulnerability (including medications and informed consent)
* Parents’ Health/Mental Health
* Special Needs of the Family (if applicable)
* Diligent Search (absent parent, relatives, kin)
* Resource Provider Update
* Normalcy Activities
* Progress/Services/Treatment Needs Necessary to Achieve Permanency
* Update/review Signs of Safety Assessment Map