

## During a Family Team Meeting, the team:

- ❖ Is welcomed and introduces themselves
- ❖ Learns what the family hopes to accomplish and defines the purpose of the meeting
- ❖ Sets reasonable and meaningful goals
- ❖ Recognizes and affirms the family's strengths
- ❖ Assesses the family's needs
- ❖ Designs an individualized course of action that includes supports and services matching the family's needs and building on their strengths
- ❖ Agrees on next steps and sets up supports



## Community Based Family Team Meetings

*Information for Families*

### Polk County Decategorization

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[www.PolkDecat.com](http://www.PolkDecat.com)

## What is a Family Team Meeting?

A community based **Family Team Meeting (FTM)** is a facilitated meeting that brings together individuals who can **assist families in getting back on track** while providing them with helpful resources and supports.



This approach **draws upon a family's strengths**, experiences, knowledge, and resources to **create a plan that provides for the safety and well-being the family**; especially the children. The family is assisted in building a circle of support that will see the family through difficult times.

FTMs are based on these values: **everyone has strengths, people can change, and people deserve support.**



The family selects who to invite to their team meeting with guidance from a facilitator. Typical team members include *family members, friends, neighbors, teachers, pastors, counselors, attorneys, helping professionals*, or anyone else that the family would like to include. All team members will sign a confidentiality agreement prior to the meeting to protect the family's right to privacy.

The family will also select **when and where to have their meeting**. Typical locations include their home, church, or a community building.



## Would Your Family Like to Have a Family Team Meeting?

You can **complete your own referral form** and make a self-referral, or you can **have someone that you trust complete the referral form on your behalf**. The FTM referral form can be obtained by contacting Polk County's CPPC Coordinator at [tross@dhs.state.ia.us](mailto:tross@dhs.state.ia.us) or by calling 515-725-2780.



If your family is a good candidate for a FTM, a facilitator will contact you prior to the meeting to describe what the meeting will be like and **will ask you what your family would like to see happen as a result of the meeting**. The role of the facilitator is to make sure that everyone's voice is heard during the meeting and that everything runs smoothly. **All FTM facilitators are trained and certified.**