

FAMILY DEVELOPMENT TRAINING AND CREDENTIALING PROGRAM
FAMILY DEVELOPMENT PLAN

HOW TO USE THE FAMILY DEVELOPMENT PLAN: Family worker, please ask the family if they want to fill out the form or want you to write. If you write, be sure to use their words. If the family member want you to do the writing, read out loud what you have written. Ask the family member for any corrections, and make the corrections they request on all the sections except “in the worker’s words.” Give a copy to the family member, and keep a copy in your file. Each of you should review the form before your next meeting, to make sure you’ve each taken the steps you agreed on. Begin your next meeting by reviewing the last Plan.

Family member’s name _____
(Note what s/he likes to be called: Mr., Mrs., Miss, Ms., etc.)

Address _____

Phone(s) _____
(Note if home, work, or friends’ phone)

Other family members involved in family development process
(Let family define who they consider family members. Note age and gender of each.)

Today’s date _____ **Worker’s name** _____

Major goal (in family member’s words) _____

◆ **Help family brainstorm possible steps leading to their goals**

◆ **Help family choose steps to take** (Note date each will take place.)

Steps family will take & when _____ **Progress/Obstacle** *(refers to previous plan)*

Steps worker will take & when

Progress/ Obstacle *(refers to previous plan)*

- ◆ **Family strengths and resources** *(in family member's words)*

- ◆ **Family strengths and resources** *(in worker's words)*

- ◆ **Concerns** *(in family member's words)*

- ◆ **Concerns** *(in worker's words)*

- ◆ **Services available** *(include detail: names, addresses, phone numbers, hours, etc.)*

- ◆ **Notes**

Family member's signature & date _____

Worker's signature & date _____

Next meeting date, time, place _____

IF YOU CAN'T KEEP THIS APPOINTMENT, PLEASE CALL _____

AT _____ BY _____. *THANK YOU FOR YOUR COURTESY.*