

Iowa Department of Human Services
Reunification Follow-Up Staffing Guide

Timeframe: This meeting should occur 30-45 days after reunification (consider scheduling this meeting at the end of the Reunification Staffing). Schedule a staffing and invite all key decision makers including family, consider scheduling at initial reunification staffing. This process should not be held up based on schedules alone, consider if only a couple members can't make it to have them join by phone, give feedback before the meeting, etc.

Pre-Work: Going into this meeting, the SWCM and FCS provider should be verifying the details of the Reunification Staffing, including verifying services and appointments that occurred during the period after reunification (to verify everything presented in this staffing matches the reports from partners working with the family).

Process: This meeting, in best practice, should be facilitated and co-facilitated jointly with the DHS SWCM and FCS provider, using the outline below with key talking points as a guide. A member of this team should be designated to take notes. This plan should be made available to everyone after the staffing.

Introductions

- ◆ Go around the table and review everyone who is present and their role with this family. Identify any new supports on the team, and what role they have played supporting the family.

Review

- ◆ Reunification Staffing plan
- ◆ Identify new supports/possible referral to Parent Partner Program/Releases needing signed
- ◆ Take time to celebrate progress and change for the family- verbal praise from the team

Follow-Up Discussion

- ◆ Identify all the parts of the **original plan** that are working well
- ◆ Identify the parts of the plan not going well and any **obstacles** for the family. Once identified, problem-solve and come up with **solutions** to these issues and barriers
- ◆ Did any **anticipated** changes occur? Did any **unanticipated** changes occur? Discussion should occur if any of these changes present obstacles/barriers, problem-solve.
- ◆ **Parents Voice-** give time for the parents to voice how they feel the plan is going; identify strengths and needs, empower parents to comment on their progress. Also consider documenting your observations of the parents, how they act, look, their behavior, bond with their children, how they parent in front of others, etc.
- ◆ **Childs Voice-** If the child is old enough, give time for the child(ren) to voice how they feel the plan is going, identify strengths and needs, do they feel safe. Also consider documenting your observations (especially with younger children) of the child(ren), how they act, look, their behavior, bond with their parents, etc.
- ◆ **What's Next?** If the family is making progress, consider next steps including timelines, reduction of services, and safe case closure. If there are still significant concerns, consider highlighting the concerns and parts of the plan that need to improve, the desire for more consistency, problem solving, and need to continue monitoring the progress of the family.
- ◆ **Crisis Plan-** Review the original crisis plan, was it ever utilized? Is the plan still viable, or does it need modification?

Agreement

- Ensure everyone at the table agrees with the outcome of the meeting today, all the discussion, follow-up and continued planning. If not, review the concerns/barriers and problem solve
- **CELEBRATE** again with the family- be creative and have fun!