

## WV Birth to Three Team Facilitation Training Scenario

### THE IFSP MEETING

The heart of an effective IFSP meeting consists of individuals working together to ensure the family's priorities and concerns are addressed. There are a number of concerns in this scenario as well as some great strategies used by individual team members to help in making this meeting a success. Let's conduct a role play and see what we learn.

#### Players:

1. Molly- Mom
2. Danny- Dad
3. Susie- Service Coordinator
4. Donna- Developmental Specialist
5. Olivia- Occupational Therapist
6. Patty- Physical Therapist
7. Nancy- Nutritionist

#### The Scene:

Molly & Danny's home for the annual IFSP meeting scheduled to begin at 4:30 pm. Susie, Donna and Nancy are in attendance. Patty has a history of always arriving late to every meeting and many times is unprepared. Olivia is unable to attend as she could not find child care for her two children this evening.

#### The IFSP Meeting Begins:

**Susie:** (*Stating as she walks through the door*) I had to park behind a truck in the drive way, I hope that I'm not blocking anyone. (*Noticing there is someone coming from the kitchen*) Oh, I don't think we've met. I'm Susie, the Service Coordinator.

**Molly:** (*Molly turns to see her husband approaching*) This is my husband, Danny. (*Donna and Nancy are waiting in the living room.*)

**Danny:** I am looking forward to the meeting this evening. I have so many questions and appreciate the team changing their schedule so I can be here.

**Susie:** (*Glancing at her watch as they all walk into the living room to join the others*) It is time for our IFSP meeting to begin, but Patty is not here. What should we do?

**Donna:** You know, she is always a little late. I say we wait a few minutes. Will Olivia be joining us today?

**Susie:** No, she was unable to find child care for this evening.

**Donna:** It must be so hard being a single mother.

**Susie:** Yes, but we have families too and we are here. (*Molly looks towards her husband*)

**Nancy:** I say we go ahead and get started or we could be here all evening waiting for Patty.

**Molly:** Yes, I would like to get started so dinner and bed time are not too late.

**Susie:** Alright, but I wish she were here as Molly really has concerns about positioning Tanya for feeding. I guess she can just join in when she arrives.

**Molly:** Can you explain to Danny what we will be doing tonight?

**Donna:** Once a year we bring Tanya's team together to discuss how she is doing, what concerns you have and what we need to be doing better to meet her needs. Your input is very important of course. Did you have a chance to read my summary of Tanya's progress?

**Danny:** We received some reports and have read them. However, I don't think we have received anything from Olivia or Patty. We do have a couple of questions for you, Donna. *(Dad proceeds to ask his questions of Donna)*

**Susie:** I thought everyone had sent their reports in. Oh, wait a minute I did get a report from Olivia. Has everyone had time to look at it? *(Everyone shares that they have not received the information from Olivia.)* I'll make sure that Olivia gets her report to everyone. For now, does anyone want to read this out loud or should I? *(Donna reviews the report from Olivia for the team)*

**Patty:** *(Arriving 20 minutes late)* I am so sorry I am late. I hope you didn't wait for me. You won't believe the day I've had. I was running late this morning with my kids, then I got lost on my way to a new family's home and they had so many questions about their son's development, I just couldn't get away. Whew!

**Susie:** We were just reviewing reports. Do you have one to share?

**Patty:** I didn't know I was supposed to have a report for the annual IFSP meeting?

**Susie:** I guess I should have followed up with you better. I have been so busy. Did you know I have 30 children on my caseload? I can barely keep my head above water. *(Susie proceeds to begin to talk about personal issues)*

**Nancy:** *(Nancy interrupts as Susie continues to talk about her personal issues)* Since everyone has reviewed the reports that were sent, and we have heard Olivia's thoughts, how about we talk about the progress that Tanya has made, the new skills she is learning and what we would like to see happen next? That will give us a way to discuss everything and assure that the paperwork is completed.

**Molly & Danny:** We think that would work very well.

**Susie:** Well Molly, share with us how you are feeling about Tanya's progress and what are your concerns and priorities for this upcoming year. Danny, I'm sorry that I keep leaving you out. I'm not trying to ignore you; I'm just not used to fathers participating at all.

*(Danny and Molly begin to share their thoughts on Tanya's progress. Molly says she and her husband really want to focus on feeding, as it is such a difficult time of the day for Tanya. Patty interrupts Molly and Danny and begins stating what strategies and activities she would need to assist Tanya with feeding, including recommended equipment.)*

**Susie:** *(Not noticing that Molly and Danny are quite uncomfortable and a bit upset with Patty and the way the IFSP is progressing)* Patty, how often do you think you need to see Tanya now? You currently see her once a week, do you need to see her more?

**Donna:** Wait a minute, Molly and Danny have been so creative in meeting Tanya's needs, I would like to hear more about what is working and not before we move into discussing new strategies and the amount of services that might be appropriate.

**Nancy:** We also need to consider the ideas that Olivia has as well. I think that the best way for us to approach the concerns that Molly and Danny have shared is to let them know all the possibilities and then they can tell us what direction they would like to go. *(Patty, although not happy, is quiet. The team can feel the tension in the room decrease and Molly and Danny relax and the meeting begins to focus on Tanya's needs)*