

Putting It Into Practice Activity: Scenario and Worksheet



Instructions: Read the scenario, then complete the Family Partnership Process: Create Your Timeline Worksheet.

Scenario: Gloria Plans Her Program's Family Partnership Process

Gloria starts to familiarize herself with the high-quality services Family Dreams offers to families. She shadows James, a family services staff member, to learn how he builds relationships with families and helps them set goals using the family partnership and goal-setting processes.

James discusses how he uses the six phases of the [Family Partnership Process: Engaging and Goal-Setting with Families](#) to build trusting relationships with families.

Gloria reflects on what she learned from James. The family services team already has many aspects of the family partnership process in place, but they don't use a consistent timeline across the team. So, Gloria begins developing a timeline to support her team in planning its family partnership process using the Family Partnership Process: Create Your Timeline Worksheet.

Now it's your turn to plan and create a timeline for implementing your program's family partnership process.

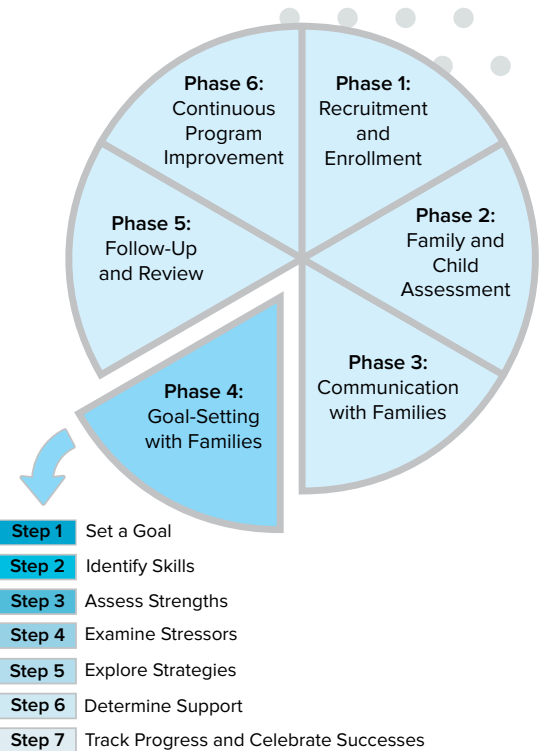
Family Partnership Process: Create Your Timeline Worksheet

Instructions: Use the worksheet to create a timeline to help plan your program’s family partnership process using the phases below:

1. Recruitment and Enrollment
2. Family and Child Assessment
3. Communication with Families
4. Goal-setting with Families
5. Follow-up and Review
6. Continuous Program Improvement

Consider which items are in- planning, in-progress, or in-place.

We encourage you to talk with other program managers and family services staff about coordinating family partnership processes to support your program’s systemic, comprehensive services and outcomes.



Example

<p>Season/Month</p> <p><input checked="" type="checkbox"/> Summer/<u>July</u></p> <p><input type="checkbox"/> Fall/<u> </u></p> <p><input type="checkbox"/> Winter/<u> </u></p> <p><input type="checkbox"/> Spring/<u> </u></p>	<p>Family Partnership Process Phase</p>	
<p>Task Type</p> <p><input checked="" type="checkbox"/> In-Planning</p> <p><input type="checkbox"/> In-Progress</p> <p><input type="checkbox"/> In-Place</p>	<p><input type="checkbox"/> Phase 1</p> <p><input type="checkbox"/> Phase 2</p> <p><input type="checkbox"/> Phase 3</p>	<p><input type="checkbox"/> Phase 4</p> <p><input type="checkbox"/> Phase 5</p> <p><input checked="" type="checkbox"/> Phase 6</p>
<p>Task Description</p> <p>Implement a new process for using data for continuous improvement with family partnerships.</p>		

Family Partnership Process: Create Your Timeline Worksheet



Season/Month <input type="checkbox"/> Summer/_____ <input type="checkbox"/> Fall/_____ <input type="checkbox"/> Winter/_____ <input type="checkbox"/> Spring/_____	Family Partnership Process Phase	
	<input type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2 <input type="checkbox"/> Phase 3	<input type="checkbox"/> Phase 4 <input type="checkbox"/> Phase 5 <input type="checkbox"/> Phase 6
Task Type <input type="checkbox"/> In-Planning <input type="checkbox"/> In-Progress <input type="checkbox"/> In-Place	Task Description	

Season/Month <input type="checkbox"/> Summer/_____ <input type="checkbox"/> Fall/_____ <input type="checkbox"/> Winter/_____ <input type="checkbox"/> Spring/_____	Family Partnership Process Phase	
	<input type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2 <input type="checkbox"/> Phase 3	<input type="checkbox"/> Phase 4 <input type="checkbox"/> Phase 5 <input type="checkbox"/> Phase 6
Task Type <input type="checkbox"/> In-Planning <input type="checkbox"/> In-Progress <input type="checkbox"/> In-Place	Task Description	

Season/Month <input type="checkbox"/> Summer/_____ <input type="checkbox"/> Fall/_____ <input type="checkbox"/> Winter/_____ <input type="checkbox"/> Spring/_____	Family Partnership Process Phase	
	<input type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2 <input type="checkbox"/> Phase 3	<input type="checkbox"/> Phase 4 <input type="checkbox"/> Phase 5 <input type="checkbox"/> Phase 6
Task Type <input type="checkbox"/> In-Planning <input type="checkbox"/> In-Progress <input type="checkbox"/> In-Place	Task Description	