

INDIVIDUAL ROLES DURING BEHAVIORAL HEALTH PERSON-CENTERED PLANNING MEETING

The SeDRS Behavioral Health Independent Facilitator is an impartial, unbiased neutral person in whom the Focus Person and meeting participants place trust, respect, and confidence to guide them through the Person-Centered Planning (PCP) process. The Independent Facilitator will ensure that Focus Person is listened to, feels respected and supported throughout the process while maintaining impartiality towards the Focus Person and all participants at all times during the PCP. *The Independent Facilitator does not have the authority to direct any services or to make any decisions during the PCP.* The Independent Facilitator's role is to define and manage the PCP process, and to assist the Focus Person, along with the support of parents/guardians, family, support persons, case managers, service providers, and community organizations, in exploring and identifying goals, interests, desires, and choices for a meaningful life and what services and supports the Focus Person needs to accomplish those goals.

The Focus Person should be prepared to make meaningful decisions concerning their health and well-being. The Focus Person will take a leadership role in the design, delivery and evaluation of supports and services needed to achieve personally identified life goals.

The Parent(s)/Legal Guardian(s) should be prepared to make a brief statement about the Focus Person, any concerns or matters in dispute, the outcome sought by the Focus Person, and any other relevant factors/information. Parent(s)/Guardian(s) will practice 'supported decision-making' at the PCP. This means, helping the Focus Person understand the options for service planning and supporting his/her life choices. The Parent(s)/Guardian(s) does not make a decision *for* the Focus Person, rather they work *with* the Focus Person to talk about choices and options in developing the service plan and arrive at decisions together to work toward and achieve identified goals.

The Primary Case Holder (PCH) should be prepared to make a brief statement about the history and timeline of the case, any concerns or matters in dispute, the outcome sought and other relevant factors/information. The PCH should expect to participate in good faith with the intention of exploring, developing, and evaluating options for the service plan and necessary supports to develop a written plan of services in partnership with the Focus person, parent(s)/Guardian(s), family, support person(s), and other allies important to the person and that they want included in the process.

The Service Provider(s) should be prepared to make a brief statement about the history and timeline of the case, any concerns or matters in dispute, the outcome sought and other relevant factors/information. Providers should be prepared to take the lead supporting the PCP process – a key focus in participating in the PCP process should be to balance both the interests of providers and focus person. Providers should participate in the PCP in good faith with the intention to generate, explore, develop, and evaluate options for service planning that accommodate the Focus Person's desires, current service needs, and levels of support necessary to meet those needs.

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The Support Person(s) is to provide reassurance and emotional support for the Focus Person. A Support Person is not entitled to intervene or to participate in the PCP process in any other capacity without the agreement of the Focus Person and all PCP Participants. If a Support Person wishes to discuss any aspect of the process with the person they support, the proper approach is to suggest to the Focus Person to request of the Independent Facilitator a 'time out.' A Support Person must maintain confidentiality and sign the SeDRS Behavioral Health Independent Facilitation Person-Centered Planning Participation Agreement as a condition of his/her attendance at the PCP.

The Advocate(s)/Key Individual(s) in Focus Person's Life should be prepared to make a brief statement about the Focus Person, any concerns or matters in dispute, the outcome sought by the Focus Person, and any other relevant factors/information. Advocate(s)/Key Individual(s) will practice 'supported decision-making' at the PCP. This means, helping the Focus Person understand the options for service planning and supporting his/her life choices. Advocate(s)/Key Individual(s) should expect to participate in the PCP in good faith with the intention of exploring, developing, and evaluating options for the service plan and necessary supports that accommodate identified goals. Advocate(s)/Key Individual(s) must maintain confidentiality and sign the SeDRS Behavioral Health Independent Facilitation Person-Centered Planning Participation Agreement as a condition of his/her attendance at the PCP.

The Community Organization(s) and other resources, services, and supports that are identified by the Focus Person may indirectly assist in the PCP process. The Focus Person, his/her case manager, parent(s)/guardian(s), family, support person(s), and service provider(s) can brainstorm and explore opportunities to achieve identified goals and discuss the ways in which community organizations and community resources may be involved in implementing the service plan and action steps.

Southeastern Dispute Resolution Services is committed to delivering professional and effective services to clients, and to the ongoing training, mentoring, and professional development of its Independent Facilitators. Accordingly, SeDRS may from time to time, as a function of its overarching mission, request permission for and SeDRS Facilitator observe Person-Centered Planning Meetings.

The Observer(s) may observe the whole, or part, or any number of parts of any PCP, but an Observer has no powers or rights whatsoever in relation to the conduct of any PCP and no aspect of the case or PCP process should be discussed by any Focus Person/Participants with an Observer. The sole function of an Observer is to augment his/her ongoing training, mentoring, and professional development with the SeDRS. An Observer must maintain confidentiality and sign the SeDRS Behavioral Health Independent Facilitation Person-Centered Planning Participation Agreement as a condition of his/her attendance at the meeting.

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