

Competency Checklist for FPE Facilitators

Joining Sessions

Agency Name _____ Family Name _____

Facilitator Name(s) _____

Date of Joining 1 _____ Date of Joining 2 _____

Date of Joining 3 _____

Other information:

Session I (circle one) **Face to Face** **Hybrid** **Virtual**

- ____ 1. Socializing for 10 – 15 minutes (The facilitator socialized with the family)
- ____ 2. The facilitator presented self as a colleague and an advocate.
- ____ 3. The facilitator shared relevant personal information about self.
- ____ 4. The consumer's history was reviewed.
- ____ 5. Early warning signs were identified.
- ____ 6. Symptoms of the illness were identified.
- ____ 7. The facilitator addressed consumer and family concerns and expectations around recovery from and management of mental illness.
- ____ 8. The facilitator explained the basic structure of the **multi-family/single family** experience and what the family can expect.
- ____ 8. The facilitator explained the basic structure of **problem solving** and what to expect from the intervention.
- ____ 9. Emphasis was placed on the concept that the family is not to blame.
- ____ 10. The facilitator shared basic relevant educational information about the illness.
- ____ 11. The Family Guidelines were provided to the family with discussion about purpose of them. Magnet/print and/or digital form was given as available.
- ____ 12. The session ended with 5 minutes of socialization.
- ____ 13. Facilitator allowed for and encouraged all participants to be involved. (Especially when virtual or hybrid)

Session 2 (circle one) **Face to Face** **Hybrid** **Virtual**

- ____ 1. Socializing (The facilitator socialized with the family)
- ____ 2. Exploration of the family’s social network and resources occurred.
- ____ 3. The facilitator identified and validated family and consumer strengths.
- ____ 4. A genogram was created in the session.
- ____ 5. An ecomap was created in the session.
- ____ 6. The session ended with 5 minutes of socialization.
- ____ 7. Facilitator allowed for and encouraged all participants to be involved. (Especially when virtual or hybrid)

Session 3 (circle one) **Face to Face** **Hybrid** **Virtual**

- ____ 1. Socializing (The facilitator socialized with the family)
- ____ 2. The facilitator gathered information about the family and consumer’s short-term goals.
- ____ 3. The facilitator gathered information about the family and consumer’s long-term goals.
- ____ 4. The facilitator answered questions and provided information about the upcoming Family Workshop.
- ____ 5. Inquires were made regarding the family’s experience with groups and any concerns they may have about groups. (Multi-family)
- ____ 6. The facilitator asked the family for information regarding their past experiences with the mental health system of care.
- ____ 7. Facilitator reinforces outcomes expected from this intervention and explores family expectations.
- ____ 8. The session ended with 5 minutes of socialization.

Notes about joining sessions:
