

– *Wraparound Process* – ?? **What Does It Involve¹** ??

✓ **Engagement and team preparation**

During this phase, the Care Coordinator lays the groundwork for trust and shared vision among the family and child-specific team is establish, so people are prepared to come to meetings and collaborate. The tone is set for teamwork (including the Systems of Care values and beliefs), particularly through discussions about family/child strengths, needs, and culture. This phase should be completed quickly, within one or two weeks, so that the child-specific team may establish ownership of the process as quickly as possible.

1. Orient the family and youth (face-to-face conversations)
 - Orient the family and youth to wraparound (facilitate question asking)
 - Address legal and ethical issues (obtain consents/releases, answer questions)
2. Stabilize crises
 - Ask family and youth about immediate crisis concerns (including crises stemming from a lack of basic needs, i.e., food, shelter, utilities, etc.)
 - Elicit information from agency representatives and potential team members about immediate crises or potential crises
 - If immediate response is necessary, formulate a response for immediate intervention and/or stabilization
3. Facilitate conversations with family and youth/child
 - Explore strengths, needs, culture, and long-term vision/goals/hopes with child/youth and family (develop a “Family Portrait”)
 - Learn about formal and informal supports
 - Identify potential child-specific team members
4. Gather background/historical information
 - Care Coordinator prepares a summary document
5. Engage other team members
 - Solicit participation/orient child-specific team members
6. Make necessary meeting arrangements
 - Arrange meeting logistics (including transportation, child care, meeting location, reimbursement for time, etc.)

✓ **Initial plan development**

During this phase, team trust and mutual respect are built while the Care Coordinator guides the team in creating an initial plan of care reflecting the values and principles of wraparound. The youth and family should feel heard and that they chose what to work on and how. This phase should be completed within one to two weeks in order to promote team cohesion and shared responsibility toward achieving the team mission/overarching goal.

1. Develop an initial plan of care
 - Determine ground rules for discussion (address confidentiality, mandatory reporting, create a blame-free environment, etc.)
 - Describe and document strengths
 - Create team mission/overarching goal
 - Describe and prioritize child/family needs/goals

¹ Adapted from *Phases and Activities of the Wraparound Process* www.rtc.pdx.edu/PDF/PhaseActivWAProcess.pdf.
A product of the National Wraparound Initiative www.rtc.pdx.edu/nwi/

- Determine goals and associated outcomes and indicators for each goal
 - Select strategies (i.e., creative, innovative, and individualized interventions/services)
 - Assign action steps
2. Develop crisis/safety plan
 - Determine potential serious risks
 - Create crisis/safety plan (including specific roles and responsibilities of team members, and a specific communication protocol)
 3. Complete necessary documentation and logistics (including identifying funding sources, setting meeting schedule, etc.)

✓ **Implementation**

During this phase, the initial plan is implemented, progress and successes are continually reviewed, and changes are made to the plan as indicated.

1. Implement the wraparound plan
 - Implement action steps for each strategy
 - Track progress on action steps
 - Evaluate the success of strategies
 - Celebrate success
2. Revisit and update the plan – consider new strategies as necessary
3. Maintain/build team cohesiveness and trust
 - Maintain awareness of team members’ satisfaction and investment
 - Address issues of team cohesiveness and trust
4. Complete necessary documentation and logistics (i.e., facilitate new strategies, transportation, child care, mentoring/family support, realign funding sources as necessary)

✓ **Transition**

During this phase, plans are made for a purposeful transition out of formal wraparound to a mix of formal and natural supports in the community (and, if appropriate, to services and supports in the adult system).

1. Plan for cessation of formal wraparound
 - Create a transition plan to a mix of formal and natural community supports
 - Create a post-transition crisis management plan (including specific roles and responsibilities, and a specific communication protocol)
 - Modify wraparound process to reflect transition planning (i.e., new members may be added to the team to reflect identified post-transition strategies, team meetings reduce in frequency and ultimately cease)
2. Create a “commencement”
 - Document the team’s work – describe the strengths of the youth/family, document lessons learned about strategies that worked and did not work
 - Celebrate success
3. Follow-up with the family
 - Create a procedure for checking in with youth and family periodically