

BENEFITS OF YOUR INVOLVEMENT

- Your family is an essential part of the Child and Family Team - your involvement and input is valuable when planning your child's services.
- You may speak openly about what works best for your child and family and share ideas on the support you need.
- Your family can get the help it needs while receiving respect for your beliefs and culture.
- Your Child and Family Team can provide support with school and other children's system needs.
- The Child and Family Team can support you with keeping your child safe in your home by providing appropriate in home and community services.
- In the best interest of your child and family, it may be necessary for your child to receive treatment outside of your home. The team will work with you to be sure that the length of stay is short-term and your family is included in decision making.
- You are the expert on your child and family - your input and direction is essential in advising your team on progress and possible changes to your child's support plan.



At Family Involvement Center, we help parents/caregivers understand the CFT process. We assist you with accessing services that will best meet your child's needs. We offer support, encouragement, training and telephone assistance. We are parents who have lived experience navigating services for our children. Contact us to learn more or for assistance with your Child and Family Team today!



**Parents Helping Parents:
It's Who We Are and What We Do**

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Parent/Caregiver Preparation Guide

to Child and Family Teams (CFTs)
in Arizona's Children's
Behavioral Health System



What happens during the CFT?

FORMING A CFT

When your child begins to receive behavioral health services, your agency will work with your child and you to form a Child and Family Team (CFT).

This team will work with your daughter or son and your family to create a plan for support. In addition to professionals involved in your child's life, it is helpful to include the people most important to your family. This may be friends, neighbors, a member of your church, grandparents, or other relatives.



Your team may also include other child-serving agencies such as, Juvenile Justice (JJ), the Department of Child Safety (DCS), the Division of Developmental Disabilities (DDD), or your child's school. By working with the agencies involved in your child's life, your team will know what services you are receiving, the progress you are making, and what is working or not working for your child and family. The CFT facilitator may need your written permission, called a Release of Information, to invite others to participate in team meetings. When someone attends your CFT, they are

expected to contribute and to take on tasks *agreed on by the whole team* that support your progress and goals. Parents and youth also have a voice in choosing where and when CFT meetings will take place. Teams can meet at your house, at your child's school, at a therapist's office, or other places in the community.

DEVELOPING AND IMPLEMENTING YOUR SERVICE PLAN

Once formed, your family will work *together* with the CFT to set goals. Why is working together so important? Because you know your family best and sharing information with team members is key to developing a support plan that will work.



The CFT facilitator will ask many questions about your family's preferences, routines, hobbies and how you like to spend your time together. Support plans can then be built around the strengths and interests of your family.

With your family's goals in mind, the team will determine what services and supports are needed. At each meeting, the team will review the plan, discuss whether those interventions are helping, and make adjustments as needed. A Transition plan will also be discussed to determine when natural and community supports are in place and formal supports are no longer needed.

WHAT IS YOUR FAMILY'S ROLE IN THE CFT PROCESS?



- Choosing a meeting place and time that works for your family
- Choosing people you and your child want on your CFT
- Being open with your team by giving information about your child and family, including what you have tried in the past and what works well for you
- Driving the planning process by bringing parent and youth voice to the process - identifying your family's needs and progress