

What is a Child and Family Team Meeting?

CHILD AND FAMILY TEAM MEETINGS BRING FAMILY MEMBERS TOGETHER so that, with the support of professionals and community resources, they can create a plan that ensures child safety and meets the family's needs. Those involved in the process are determined by the child and/or family.

Who can attend the meetings?

Parents are an essential part of any Child and Family Team Meeting. They can invite anyone they feel will be supportive to them including: relatives, community representatives, friends, neighbors, clergy, teachers, etc..

What happens at the meetings?

A trained facilitator will lead a discussion that will be directed at the goals established by the child and/or family. The primary purpose for each Child and Family Team Meeting is to make meaningful and thoughtful decisions about a child and a family to help the family plan for the future.

What does DCS expect of families at the meeting?

DCS views parents, other family members and guardians as experts in how the family operates. The Child and Family Team members will look to the family to find out what will help the team to establish the goals of the meeting. The family may also identify for the team outside supports that may help the family achieve its goals.

What rights do families have at Child and Family Team Meetings?

- To be treated respectfully
- To be able to choose people to attend the meeting with the family
- To be able to express feelings honestly and openly without fear of negative consequences
- To play a primary role in the plan that is developed for the family

Why is it important to attend the meeting?

This is an opportunity for the family to give input into decisions about a child. DCS will invite members that families believe should attend the meeting, and will listen to a family's suggestions for how DCS can help a family plan for the future.



How often are Child and Family Team Meetings held?

Child and Family Team Meetings should be held whenever a plan has to be made or changed for a child involved with DCS. In addition, Child and Family Team Meetings could be held when an important decision has to be made about the child's life.

What is the DCS Practice Model?

The DCS Practice Model includes practice principles and essential skills to effectively implement its vision, mission and values. Additionally, the practice model is grounded in standards of genuineness, empathy, respect and professionalism. The focus is family centered practice. With this focus, Child and Family Team meetings are one way in which families participate in planning for their child, together with DCS, community partners and informal supports.

DCS Partnering with Families

Child and Family Team Meetings

Child and Family Team Meetings (CFTM's) are the best way for the Indiana Department of Child Services (DCS) to assist families in making positive changes in children and families' lives. In utilizing a team meeting process, DCS and the family can:

- Learn what the family hopes to accomplish.
- Set reasonable and meaningful goals.
- Recognize and affirm family strengths.
- Assess family needs and find solutions.
- Organize tasks to accomplish goals.

When is the Meeting?

Date: _____

Time: _____

Location: _____

Family Case
Manager: _____

Phone No. _____



State of Indiana
Eric J. Holcomb, Governor

Terry Stigdon, Director
Department of Child Services
402 W. WASHINGTON STREET, Room E306
INDINAPOLIS, INDIANA 46204-2739
www.IN.gov/dcs

Job #1025 Rev. 3/02-25-13

Child and Family Team Meetings

