

Selecting a Person-Centered Planning Facilitator

It is important to find a qualified facilitator for person-centered planning. A good place to start is in the Overview of this course. Go to the last page of the Overview and select the references and resources button. These resources may have contact information. By connecting to the sites or calling the contact number, you may be able to locate a facilitator your area. If you cannot find the Overview for this course in your lesson plan, please contact your system administrator.

Facilitator's Name: _____

Contact Information: _____

To select a good facilitator or team, carefully check each of the following areas:

- **Knowledge** of methods of person-centered planning.
- **Skills** as a facilitator.
- **Attitudes** and **values**.
- **Experiences** and **resources**.

KNOWLEDGE

Facilitators should have training and knowledge related to person-centered planning. You can ask for a resume or samples of their work and references. A good facilitator can clearly explain differences between person-centered plans and system-centered plans. Avoid facilitators who are willing to conduct sessions without the person present. A good facilitator will ask questions to ensure he or she feels qualified before committing.

Examples of questions to ask the facilitator about his or her knowledge:

1. What formal training specifically in *person-centered planning* have you had? (Degrees in psychology or teaching, or experience writing support plans are NOT the same thing.)
2. How many sessions have you conducted (approximately)?
3. What forms of PCP do you use? Why?
4. What strengths and weakness do think the forms of PCP you use have? How do you see that working with this situation?
5. Tell me about circles of support and how that fit in with the PCP process from your perspective?
6. Do you have examples of completed relationship maps and person-centered plans we can review?
7. Can you give us examples of positive changes that have happened for people because of PCP that you facilitated?
8. Other: _____
9. Other: _____
10. Other: _____

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SKILLS

Facilitators need good basic skills. They should be good listeners that can keep groups on track. They need to help people handle conflict respectfully. They need to be committed to life in the community and not compliance with the system.

Examples of questions to ask the facilitator about his or her skills:

1. Will you describe a time when a group was struggling? What was the situation and how did you handle it?
2. Describe a situation in which the focus person's voice was being ignored. What was the situation and how did you handle it?
3. What do you think are the biggest barriers to achieving plans after the initial session? What do you do as a facilitator to overcome these barriers?
4. What ground rules do you recommend? Why?
5. Do you have a list of people you have assisted with person-centered plans that we could contact as references?
6. Other: _____
7. Other: _____
8. Other: _____

ATTITUDES AND VALUES

Good person-centered planning facilitators are aware of real barriers to inclusion. However, they are not limited by them. They have many ideas and strategies for overcoming barriers. Facilitators must be committed to full inclusion. They must see the focus person as whole and capable. Facilitator must be extremely respectful of others. Big imaginations, optimism, appetites for learning, honesty, and humble self-awareness are all critical attributes.

Examples of questions to ask the facilitator about his or her attitudes and values:

1. Describe how this process will help (the focus person) become more included in his/her community.
2. Describe a time when the focus person and others in the group were in conflict over a goal. How did you handle this?
3. How do you see the person-centered plan connecting to other the system-centered plans?
4. What's the best thing you've ever heard of happening for a person as a result of person-centered planning?
5. What do you think is the worst thing you could do in this process and how do you avoid this situation?
6. What important lessons have you learned as a result of doing this work?
7. Other: _____
8. Other: _____
9. Other: _____

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RESOURCES AND EXPERIENCES

Selecting a Facilitator-Resources and Experiences

There are some experiences and resources to consider when selecting a facilitator. Facilitators who have had a turn at being a focus person often have more empathy in this process. They do better if they draw upon a network of professionals for ideas and support. A strong facilitator will stay current on what is new in person-centered planning. Local facilitators are ideal. They are more likely to know of resources in the community. They may be available for follow-up.

Examples of questions to ask the facilitator about experiences and resources:

1. Have you ever been a focus person of a person-centered planning process? If so, what was most surprising? What was challenging? What did you learn from the process?
2. How do you stay current with best practices in person-centered planning?
3. Do you have a partner that helps during the process? If so, how does that work?
4. What happens after the initial event? Are you engaged in next steps and follow-up to the initial process?
5. Other: _____
6. Other: _____
7. Other: _____