

## ***TCP Coaching Guide for Person-Centered Supervision***

1. During the first meeting, the TCP process (a Person-Centered, Family-Driven, strength-based collaborative approach) is fully explained to the individual and family.
2. All services are provided with utmost respect for the individual and family's culture, values, beliefs and preferences, in the preferred language of the individual and family using common terminology.
3. Engaging the individual and family in talking about their strengths is critical.
4. The individual and family are asked to elaborate on their desired results or vision.
5. Early on in the process, the individual and family are given an opportunity to discuss what things have worked for them in the past.
6. A draft of the Narrative is presented to the individual and family for their feedback. This document is revised, as needed, to reflect an accurate shared understanding.
7. The individual and family are supported through a collaborative process in creating their own individualized written plan that describes their needs, desired results and strategies to address them.
8. Short-term goals and their timeframe are identified with the individual and family. They are based on what the individual and family feels they can successfully accomplish in the shortest amount of time (the purpose being to build hope and confidence and move to the next short-term- goal toward their desired result).
9. The strengths of the individual and family are linked to the short-term goals and action steps in the treatment plan.
10. To keep the treatment plan a living document, progress towards short-term goals, related action steps and strategies used are discussed at each session.
11. Individuals and families are encouraged to access their own natural supports in the community.
12. A positive atmosphere around successes and accomplishments is created during review of the goals.
13. The desired transition is frequently discussed with the individual and family.