## Observe an Individualized Service Plan (ISP) Meeting & Enter Case Plan

**Part A.** An ISP Meeting takes place when the worker, client and other supportive individuals invited by the client come together to develop a case plan.

1. Ask a co-worker (chosen by your supervisor) to provide you with their definition of ISP. In your own words, describe the value of an ISP Team and its partnership:

2. Help your co-worker and supervisor to prepare for the ISP Team Case Planning Meeting by asking if they have any appropriate tasks that you could work on to assist in preparing for, or conducting the meeting. For instance, you may be able to help by taking notes during the meeting, preparing a poster or banner, take on a step in the team meeting process (e.g., establishing confidentiality or generating ground rules), or documenting decisions on a flip chart. Clarify ahead of time how you might contribute to the meeting process, and find out if you asking questions during the meeting would be appropriate. It may be that clients have similar areas of confusion as you do and voicing these questions could be helpful to other case planning teammates. Remember, an extra observer of this complicated group process might be welcome, if the type of input, questions, and ideas you provide have been approved and well planned.

Write the tasks that your supervisor and/or co-worker have asked you to be responsible for (either fully or in part):

3. As a student lacking a full caseload and all the accompanying responsibilities, you may (with the approval of your supervisor and the case worker) have a unique opportunity to monitor the emotions of family members and respond appropriately. In this role, you can help youth to process and cope with their emotions. Prior to the ISP Team Case Planning Meeting, ask your supervisor and the case worker how you can best support the children, a youth leading his team, or parents as they participate in a process that can be exciting, hopeful, stressful, disappointing, or marked by grief or conflict.

	Jot dov meetin	vn the ways your supervisor suggests you can best support the family before, during and after the gg:
4.	to shac	re the worker as he/she conducts the ISP Team Case Planning Meeting for a case you have been assigned dow.  As you record below the individuals present as the meeting please use pseudonyms or roles (e.g. "mother") in place of client names to preserve confidentiality:
	b. •	Observe the process of making decisions about what the case plan will include.  Answer the following questions:  What are the non-negotiable included in the case plan?
	•	Did the case plan correspond to the family's ideas and goals and identify the family's "underlying" needs? How so? Or, why not?
	•	Did the plan build on the family's strengths? What are these strengths?
	•	Did the meeting feel like the "family's meeting"? What did that look like?
	•	How do the supportive individuals invited by the client help or hinder the development of the case plan? Why?

