

4-4.B TRANSITION PLANNING

REQUIREMENT

4-4.B The site uses transition planning including all of the below elements to support families with a planned closure from services.

- Transition plan including the reason for the planned closure and the date the discussion started with the family (document if a family declines a transition plan)
- The family, staff, and Supervisor are all involved (through supervision and home visits)
- Sufficient time (typically 3-6 months before services close)
- Resources or services and steps to obtain them are outlined
- Follow-up is completed by the family or staff with resources/services before closure

How is this rated?

- **Exceeds Standard (3)** - Transition planning is completed when there is a planned closure and activities include all items outlined.
- **Meets Standard (2)** - In the past, transition planning activities were not conducted; however, recent practice (past 3 months) indicates this is now occurring; or there have been no planned closures yet, or families with planned closure declined a transition plan.
- **Does not Yet Meet Standard (1)** - A transition plan for families with a planned closure is **not yet** offered or does not yet include all components outlined.

DOCUMENTATION REVIEW

- ☐ HVR includes documentation on development of the transition plan and follow-up
- ☐ FPR supervision notes include support for development of the transition plan including addressing any family or staff concerns



TIPS FOR COMPLETING

- Consider the impact of the upcoming change in the relationship for families and use reflective strategies to support them with navigating this

