



Developing  
Family-  
Service Provider  
Collaboration



*Facilitator's  
Planning  
Worksheet*



2 hours total

# Developing Family-Service Provider Collaboration

## Learning Outcomes

- ◆ *Participants will reflect on what families and service providers each bring to their relationship that creates a positive partnership in caring for infants and toddlers with disabilities.*
- ◆ *Participants will consider strategies to create and support meaningful collaborative relationships between families and service providers.*

Agenda	Length	Facilitator
Introduction and Overview	5 minutes	
Agree on Ground Rules	5-10 minutes	
Lecturette: Family-Service Provider Collaboration	15 minutes	
Embrace Possibilities	35 minutes	
View DVD: <i>Embrace Possibilities</i>	25 minutes	
Large-Group Discussion	10 minutes	
Strategies in Developing Family-Service Provider Collaboration	40 minutes	
Small-Group Discussion	25 minutes	
Large-Group Share-Back	15 minutes	

Agenda	Length	Facilitator
Wrap-up	5 minutes	
Reflections/Continuous Improvement	10 minutes	

Icon Key



Chart



Note



Handouts



DVD



Key Point

Facilitator Team

\_\_\_\_\_  
Name/Family Voice

\_\_\_\_\_  
Name/Early Care and Education Voice

\_\_\_\_\_  
Name/Early Intervention Voice

Presentation

\_\_\_\_\_  
Date/Time

\_\_\_\_\_  
Location

\_\_\_\_\_  
# of Participants

What you will need:



Equipment:

- LCD/DVD/Monitor



DVD:

- Embrace Possibilities*



Charting Equipment:

- Flip chart and markers
- Masking tape or pins

**Handouts (English/Spanish):**

- #1 Learning Outcomes
- #2 Development of Family-Service Provider Collaboration and Leadership Model
- #3 Acknowledgements: *Embrace Possibilities*
- #4 Guided Viewing: *Embrace Possibilities*
- #5 Developing Family-Service Provider Collaboration and Leadership

## Important Considerations

Training as a family-service provider team models the kind of family-service provider collaboration that this session is about. For maximum effectiveness, both family members and service providers should be represented in the group of participants, as well as on the facilitation team.

It is important to present examples of the wide variety of ways families and service providers collaborate. It is also important to emphasize that each member of a family has a unique relationship with the infant or toddler with a disability. Be sure to consider fathers and extended family members, as well as mothers, as potential facilitators to represent the family voice.

Participants in this session should include family members, early care and education staff, and early intervention service providers. If a “voice” is under-represented or missing, then the facilitators need to represent that point of view in the discussions.

The lecturette at the start of the session requires two facilitators—one representing family members and one representing service

providers—to share personal experiences that helped support the development of a collaborative relationship and as leaders in collaborative service delivery.

Understanding the reciprocal nature of family-service provider collaborative relationships is key to this session. It is important to communicate this clearly to the participants. One way to do this is through the lecturette. To prepare for the lecturette, see Part 1 of “Developing Family-Service Provider Collaboration and Leadership.”

Facilitators can provide specific examples from their own experiences of how collaborative relationships develop. Our ultimate goal is to support families to be informed decision makers for their child and family. Facilitators should plan together which stories to share to describe the development of collaborative relationships. There is a table in the script that the facilitation team can use to plan and present their most relevant stories. Collaborative training and advocacy by families and service providers as a team can create a more responsive system for young children and their families.

The *Embrace Possibilities* DVD is viewed in “Session 3: When Concerns Arise—Learning from Families’ Experiences” of *Building Relationships with Families* and again in this fifth session. Please show the DVD again and mention the different focus and guided questions.

There is value in viewing the DVDs more than once, as each time you may see different things.