Family Partnership Agreements

Step 3: Follow Up
November 2019
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• Work with each family at their own individual pace to update, follow up, or change their goal, steps, and timelines, and at least by the date listed on the program calendar.

• Families can change their goal if the current goal is no longer a priority.

• Families can create a new goal if they completed their goal, to continually move forward.
Step 3: Follow Up

Entering into ChildPlus:

Existing Family Goal Event

Change the Progress to IN PROGRESS.
Step 3: Follow Up

- Click on an Action entered to document any and all updates within that action.
- Also update for families who may have refused to create a goal.
- Continue to encourage the goal setting process.
Step 3: Follow Up

- Click Green Add Action button to add additional steps for the goal.
Step 3: Follow Up

- In the Action Notes section, time stamp. Then enter updates within that action.
- Multiple updates may be needed.
- Click the Green SAVE button.
Step 3: Follow Up

- Repeat these steps to update all other actions within the family goal.
Step 3: Follow Up

- Congratulations. You now know how to update actions in a Family Goal within ChildPlus.
- Complete Follow Up on all Family Goal Actions for your site by the due date listed on the program calendar.