SOME IDEAS FOR TDM ORIENTATION  
(GETTING STAFF & EXTERNAL PARTICIPANTS READY TO GO)

VISION
• If implementing in stages, do so comprehensively (e.g. all removals or all changes of placement in given site, etc.)
• If initial implementation is phased (i.e. phase 1 = removals only, or one geographic area at a time), share the future plan for full execution with estimated timeframes and stages
• Connect TDM to F2F guiding principles, outcomes, goals and other key strategies

PARTICIPANTS
• Fully prepare all agency staff
• Familiarize Court, community representatives, foster parents, private foster care providers and other agency partners

PRESENTERS
• Agency leaders introduce orientation and “bless” process: this is not a “pilot” but how we will do our work henceforth
• Use a diverse group of presenters—planning committee members, supervisors, workers, community partners, facilitators, etc. to convey broad ownership for TDM

DESIGN
• Readiness/orientation should be group specific: “What do these participants need to know?”
• Consider the size and composition of the group, to encourage questions and interaction
• Use interactive activities if feasible—role-play, guided imagery, etc. Allow time for Q & A

CONTENT
1. Family-to-Family Overview
3. Roles: Family caseworker, supervisor, facilitator, other agency staff, resource parents, community representatives, service provider (Overview of all roles, but emphasis on role and responsibilities for presentation participants)
4. Structure of a TDM meeting: Identify for participants their responsibilities during each stage: Introduction/Identification & assessment of situation/Ideas/Decision/Recap & closing; also, what to do before/after meeting
5. Explanation of key concepts: Strengths-based, straight talk, consensus, appeal process

TOOLS
• Video: F2F’s TDM and/or “Building Partnerships in Child Welfare” or “Voices of Youth”
• Agency-specific materials: TDM policy/protocols, decision/activity forms, presentation guide for caseworkers, etc.
• Handouts: F2F guiding principles, outcomes, & goals; TDM values, “A Personal Responsibility,” “What is a facilitator,” Ten tips for caseworkers/supervisors/managers
ALSO the F2F TDM “tool” pamphlet