

Reflection on Second & Subsequent Visits Checklist

Family PFL Number: _____

Date: _____

Please tick items when complete



Opening of session

- ☐ Greetings and family news
- ☐ Opening check-in (e.g. how has your morning/day been so far?)
- ☐ Follow up on the last session (reflect on topics discussed)
- ☐ Agree on the agenda for today's session

Body of session

- ☐ Topic/s introduced and discussed
- ☐ Midway check-in (i.e. Are you happy with what we're covering, is there anything else that's coming up for you)
- ☐ Relevant Tip Sheet(s) given
- ☐ Discussion, questions, and answers on the topic
- ☐ If goals & aspirations have been mentioned, use the tool with the family

Closing of session

- ☐ Reflections on session
- ☐ Check in
- ☐ Arrange next session

Additional

- ☐ Development Items delivered
- ☐ Other Programme Components offered
- ☐ Practical demonstration/activity, if appropriate

Item checklist for every visit



- | | |
|--------------------------------------|--------------------------|
| 1. Tip sheets | ☐ |
| 2. Developmental item (if necessary) | ☐ |
| 3. Information Sharing consent | ☐ |
| 4. Case plan | ☐ |

Notes:
