



**TN** Department of  
**Children's Services**

# Child and Family Team Meeting

## What is a Child and Family Team Meeting?

The Child and Family Team Meeting (CFTM) is a process designed to give families the power to heal themselves by participating in decision making regarding their family when working with Department of Children's Services. Child and Family Team Meetings are called when an important decision or plan needs to be made involving your family. In this meeting families are able to give their ideas and discuss priorities for their family and the team uses that information to make the best decision possible that will promote safety, permanency and well-being of each child. The goal of the CFTM is to provide family centered, strength based decision making, in a timely manner.

**A Child and Family Team Meeting is held when important decisions need to be made. You are important. Your voice is important.**

## Who is included in "Family"?

Anyone who cares about the child and family or is important to the child and family may attend the CFTM. This may include parents, close relatives, extended family, and other friends, neighbors, or community members who are close to or a support to the family.

**Are there other members of the team?** Yes, there can be other members of the team that are not part of your family circle. DCS workers, supervisors, provider agency workers, attorneys, Guardian ad Litem, school personnel, CASA workers and other who may offer value to the planning or decision making process may be in attendance.

## What do I and my family need to do to prepare for the meeting?

- Invite others to your meeting that are a support to you or your family.
- Come prepared to discuss the strengths, past successes, and positive things about the child and family.
- Come prepared to honestly discuss the needs, risks, or issues of the family that need to be resolved.
- Come prepared to offer your ideas on how to solve any problems or issues that may be identified and/or discussed.
- Come prepared to discuss goals for the meeting and for the child and family.
- Bring along any information you think will be helpful, like formal assessments or medical records if you have any.