

# CHILD PROTECTIVE SERVICES

## CHILD AND FAMILY TEAM MEETINGS



**BUNCOMBE COUNTY  
HEALTH & HUMAN  
SERVICES**  
BUNCOMBECOUNTY.ORG/HHS

### WHAT IS A CHILD AND FAMILY TEAM MEETING?

A Child and Family Team Meeting (CFT) is a meeting where family members and their community supports come together to create, implement and update a plan with the child, youth and family. The plan builds on the strengths of the child, youth and family and addresses their needs, desires and dreams. You may invite anyone that you wish to, and the child must be included in some way. The meeting is family centered because families are the most important resource for their kids. Families will be asked to help develop the “purpose” for the meeting and can request a personal opening or closing to the meeting. The meeting focus will always be the child and their needs.

At each CFT, the goal is to complete the “purpose” of the meeting. The family has input and can present ideas, however the Department representative might share some things that are non-negotiable due to safety reasons. A CFT may be complete, for example, when the service agreement is developed, when a decision is made on where your child will live or when a decision is made about how you will help your child with a task or event. Since the goal of the meeting is to address the needs of the children, if they are old enough, the children should have input about decisions in that matches up to their age, development, and situation. For example, a parent or social worker might ask for a child’s input before the meeting. In other cases, the children attend the meeting with their parents.

Child and Family Team Meetings may follow a process called Mapping. Mapping seeks to balance risk and answer or clarify 4 questions:

1. What are we worried about for the child and the family?



2. What is working well in the family?
3. What needs to happen to make sure the child is safe in the future?
4. How safe is the child, from zero (very dangerous for the child) to ten (the child is safe)?

The Map will be facilitated by someone who will engage all participants to answer the 4 questions. A copy of the meeting notes will be given to everyone who attends the meeting. We encourage you to talk to your social worker about how you and your children can best be included.

### WHEN DO I HAVE A CFT?

CFT’s are held at different times during Child Protective Services’ work with your family. You can request a CFT at any time you feel one is needed.

### CFTs can be held to:

- Help make a plan for a safe place for your children to stay temporarily.
- Make a plan to address the identified Needs and create a Family Service Agreement.
- To review the progress that is being made on your plan.
- Make a plan for you to visit your children if they are not currently in your care.
- To make a plan to close your case.

### WHO LEADS A CFT?

A neutral party may lead the CFT. They only guide your meeting. They do not make decisions about your family and do not take anyone’s side during the meeting.

Your Social Worker or another professional on the team may lead the CFT. In this case, they do make decisions about your family, guide the meeting, and work with the group to achieve the purpose of the meeting.

### MAKE THE MEETING YOURS

As the parent or guardian, you should come to the meetings prepared to talk about your

**AFTER HOURS  
EMERGENCY**

**OR**

**MAKE A REPORT**

**(828) 250-5900**

# BUILDING A BETTER FUTURE, ONE FAMILY AT A TIME



**BUNCOMBE COUNTY**  
**HEALTH & HUMAN SERVICES**  
[BUNCOMBECOUNTY.ORG/HHS](http://BUNCOMBECOUNTY.ORG/HHS)

family's strengths and needs and how you want to address needs the Department is concerned about. The Department's involvement is mandated for protection of children; therefore, based on safety, the Department representative you are working with may share some things that are not negotiable. However, even when this occurs, your input is needed on how to resolve the issue.

### At CFTs You Can:

- Invite who you want there
- Select The Place For Your Meeting
- Ask For A Private Family Time To Discuss Opinions
- Request A Special Opening Or Closing
- Ask Questions, Request Support
- Share Opinions and Brainstorm Ideas
- Develop Your Plan & Commit To Your Plan

Social Worker:

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Phone Number:

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Supervisor:

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Supervisor Number:

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Partnering with our community to  
strengthen our health, safety and  
self-sufficiency



**IN PERSON**

35 Woodfin Street  
Asheville, NC 28801



**BY PHONE**

**SOCIAL WORK SERVICES:** (828) 250-5900  
**ECONOMIC SERVICES:** (828) 250-5500  
**HEALTH SERVICES:** (828) 250-5000



**ONLINE**

**VISIT**  
[buncombecounty.org/HHS](http://buncombecounty.org/HHS)

## Additional Resources



Call **2-1-1** or visit [nc211.org](http://nc211.org)  
to find out about other local resources.



Apply for **Medicaid** and **Food Assistance**  
online at [ePASS.NC.GOV](http://ePASS.NC.GOV)

### Other Services we provide...

WIC  
Immunizations/Travel Vaccines  
Nurse Family Partnership  
Work First Employment Services  
Disease Control  
Free and Reduced School  
Lunches  
Low Income Energy Assistance  
Program (LIEAP)  
Food Assistance  
Family and Children's Medicaid  
Child Care Subsidy  
STD/HIV Testing  
Emergency Assistance

## Interpreter services available at no cost

Servicios de intérprete están disponibles sin costo alguno  
Услуги переводчика предоставляются бесплатно  
If you have problems getting interpreter help, please call  
**Title VI Compliance Officer at 828-250-5587**

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