

Making A Plan (MAP) Program Implementation in Peer Centers

General Guidelines for MAP Facilitator doing Peer Member MAP Work Sessions

Purpose: Serve as a guide for Making A Plan Facilitators working in Peer Centers doing MAP Facilitation assisting peer members to learn about and complete the Making A Plan – Thinking Ahead Toolkit.

Pre-requisites to serve as MAP Facilitator:

- Trained and work experience as a Peer Support Specialist (PSS)
- Attend Peer Center All Staff MAP Program Orientation
- Selected by Peer Center Manager to serve as MAP Facilitator for Peer Center
- Complete MAP Facilitators Training Program produced by the Community Network.

Facilitator Please Note:

- **At the start of EACH work session, inform/remind the member that:**
- Doing MAP requires holding the focus on MAP work rather than veering off into other issues.
- MAP material deals with sensitive issues that may trigger things best addressed in a peer support session. Peer support needs will be addressed separately.
- If peer support issues arise in course of any MAP Work Session, member must decide if they want to continue with MAP work or set aside MAP to address peer support issue triggered in the MAP process.
- If MAP is set aside to address peer support need, schedule another time to resume MAP work interrupted by need for peer support.

MAP Facilitator should also maintain MAPF Log recording time spent each work session, and do follow up with member to verify that documents were successfully completed and distributed as need be to have wishes known and honored.

Suggested Format for Three Work Sessions (up to 30 minutes per session)

Session One: The Introduction

- Discuss value of Making A Plan in terms of having care wishes known and honored when unable to guide own care including mental health care, legal right to do so established and protected by law.

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- Provide copy of MAP Toolkit along with Ziploc bag to protect. Emphasize importance that member must keep the MAP Toolkit through the whole process, can't leave in peer center, bring each time they meet for MAP Facilitation Work Sessions. Let them know it is available on line in electronic fillable form.

-Do quick Review of MAP Work Book:

- . Read quote on cover of workbook and point out what's in Workbook and why
- . Note Trusted Helper suggestion (pages 5-6) encourage peer to do that
- . Note about what a health care agent is and how to choose (pages 11-12)
- . Note import to do MAP even if no one to name as health care agent
- . Note importance of signing correctly, critically important. Don't sign until witnesses or notary.

(Form A pages 4-7)

- Review Mental Health Supportive Care Plan

- . Read page 1 introduction to give overview and briefly explain what's in there
- . Explain difference between two version and the need to choose one or the other

Version 1: With Checklists; Version 2: With Open Ended Questions

- Talk about homework:

- . Review MAP Toolkit carefully before Session Two
- . Begin completing MAP workbook and forms as best they can

- Schedule Work Session Two to do check in and provide further assistance with MAP work

Session Two: Working on MAP Completion

Member returns to talk about:

- any questions about MAP materials that they have,
- what documents they chose to use and related suggestions
- review member work on MAP done so far
- provide guidance helpful to get MAP completed
- schedule peer support if need is triggered by MAP work
- talk in general terms about signing, distribution and having essential conversations
- schedule Session Three and talk about homework to complete MAP documents

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Session Three: MAP Completion

- Review completed documents member has chosen to use
- Provide assistance with anything left undone
- Verify signature properly done or if assistance is needed to get that done
- Provide Congratulations/MAP Distribution Guide for copying and distributing documents
- Review peer plan to do needed follow through, address concerns and clarify help needed for successful distribution of completed documents essential for having wishes known and honored.