



The Youth Family Tea Meeting Process
A Step-By-Step Guide to Implementation

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Section 2: Consider the Unit Division Identify the YFTM Process

Identifying the Appropriate Division or Unit for Implementation

Determining When the Unit or Division Will Use the Process

Using the Plan

When considering YFTM implementation, Jefferson County Juvenile Probation Department in Alabama opted to implement the process in an existing probation unit – the Youth Advocate Program (YAP). The Jefferson County YAP employs a strength-based approach for a caseload of approximately six boys between the ages of 12 and 16 without any serious mental health diagnoses. While YAP used a strength-based approach and the same philosophy of the YFTM, the team had not adopted the YFTM structure. For this reason, the Jefferson County director of probation opted to implement YFTM in that probation unit.

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Determining Potential YFTM Participants

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Preparing the Youth for the YFTM

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S e 4: T e YFTM

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Step 2: Preparing for the YFTM

Role-Play Exercise for Preparing for YFTM

Split those prepping for the YFTM into groups of two. One person will play the YFTM participant and the others will play themselves. Practice explaining the process to the participant and gaining buy-in. Switch places so both people get the chance to practice preparing someone for a YFTM. Discuss techniques and ways to explain the process and gain buy-in with the larger group.

1. 15 min. Each group will have 15 minutes to prepare for the YFTM. One person will play the YFTM participant and the others will play themselves. Practice explaining the process to the participant and gaining buy-in. Switch places so both people get the chance to practice preparing someone for a YFTM. Discuss techniques and ways to explain the process and gain buy-in with the larger group.
2. 10 min. Each group will have 10 minutes to prepare for the YFTM. One person will play the YFTM participant and the others will play themselves. Practice explaining the process to the participant and gaining buy-in. Switch places so both people get the chance to practice preparing someone for a YFTM. Discuss techniques and ways to explain the process and gain buy-in with the larger group.

Interview Questions Template

YFTM Explanation Checklist

With participants

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Releases

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Juvenile Record File Checklist

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YFTM Preparation Checklist

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Template Report to Facilitator

This should include names and ages of parents/guardians, names and ages of all family members living in the home, a brief family history, divorces, deaths, significant relationships, any domestic violence or abuse, how the youth is perceived by parents and family, and any other pertinent information. This may include how the youth came to be involved with the agency if it involves the family.

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This should include support people for both the family and the youth. This may include coaches, church family, extended family, or others. Describe how these people support the family (child care, monetary, etc.)

List and explain the youth's strengths you were able to identify during prep work with participants.

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This includes the name of the school and the youth's grade level. It should also include any difficulties or strengths in school, how the youth performs in class, any discipline issues, specific teachers or administrators the youth has significant relationships with (good or bad). Also include the school names and grade levels of siblings.

This includes a history of any past charges or ongoing court involvement. It should include the charge and the circumstances (both reported details and details from family members and other individuals who have contact with the youth that differ from the report). This section is best listed in chronological order.

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This should include any diagnoses and when evaluations were done. It should include close family members with mental health concerns that affect the youth, such as a sibling with bipolar disorder.

This should include substances the youth uses, as well as any substance abuse treatment programs the youth is or has attended. It should include the dates the youth attended the program.

Step 4: The YFTM

Template strengths, needs, services chart

Strengths	Needs	Services/Supports

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The Southern Poverty Law Center would like to give special thanks to the people who contributed to this publication:

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