

Telehealth Tip Sheet: Structured Family Assessment

PREPARATION

Conduct a “Dress rehearsal” with the family to walk through IT/logistical hurdles

- Meet with the family to review how to use the technology to include how to access the meeting link and log in to the meeting
- Made sure the device that the family will use is compatible
- CHECK AUDIO
- Find a good place for the family’s device in the home to enable you to see the whole family and be able to hear

Plan to divide the SFA into two sessions and schedule the second session in advance in case you need it. After the individual interviews is a logical place to break.

Designate a place and process for the individual interviews. For example, conduct interviews from oldest to youngest, do the interviews ahead of time

Genogram Prep: Pre-SFA session to get a better understanding of the family tree and develop a rough draft of the tree prior to the SFA session using a digital template

INTRODUCTION / RULES

Pre-type the Rules on a Word document, large print for reference when presenting the rules.

GENOGRAM

- Go with the flow and avoid trying to micromanage the milieu, focus on keeping the momentum going
- Frequently check in to make sure everyone in the family is still in the room
- Have the genogram mostly constructed using a digital template, avoid stressing over formatting etc.
- Use on-line genogram engines such as: <https://online.visual-paradigm.com/drive/#diagramlist:proj=0&new=Genogram> Or <https://www.genopro.com/setup/>

INDIVIDUAL INTERVIEWS

Develop a plan on how to coordinate the interviews. Examples:

- After the genogram the family takes turns, starting with youngest to oldest, at a designated place in the home.
- Pause the meeting and call family members one at a time
- Do the interviews in advance
- If splitting SFA into two sessions, pause after the interviews and coordinate resuming the meeting the following day
- Review the No Hurting Rule prior to ending the session.

FAMILY FISHBOWL

- Make sure that you can see the entire family
- If you split the session into two sessions, spend a few minutes reviewing the previous SFA session. Encourage the family to lead the review.
- Put yourself on mute but keep the camera on so the family can see that we are observing but not central

REVERSE FISHBOWL

Ask the family to place themselves on mute but to stay engaged so they ensure that you got it right!

CLOSURE

As you guide the family to reach a consensus on goals be sure to call on each family member so that everyone provides input and voices commitment toward the goals.