

Overview of WrapTools!

Welcome to the WrapTools! Resource Index. In this section, you will find a range of tools, forms or examples of things that can be used by anyone implementing a Wraparound based planning process with families. These tools can be used to troubleshoot specific situations or as a way for individual practitioners to sharpen their skills. They are not designed to be required forms that must be filled out.

Each of the tools are nested in the family focused stages of Wraparound, although any of them can be applied in a different stage. Each of the tools have a brief description along with a link to get to them. This is a good place to start if you're just browsing for some ideas. If you are looking for ideas to help in a particular family situation, consider what phase of Wraparound you are in and then start there.

Stage	Defined	Forms	Best Application	Link
Hello	This stage typically occurs in the first 30 days of beginning a Wraparound process with a family. Tools in this category are useful for Care Coordinators who are first meeting a family and are seeking to build a new starting point that sets the stage for creative and imaginative possibilities. These forms can be used to build strong teams that are able to produce creative plans that are tailored to what matters most to a family.	Planning Initial Family Contact	Identifies the details of initial meetings and contacts with families who are entering Wraparound.	Click Here for Initial Contact Form
		Connection & Support Map	Supports the Care Coordinator and family members to identify a range of individuals who can be part of a planning process that helps a family move to Hope.	Click Here for Connection & Support Map
		Need Behavior Worksheet	Assists the Care Coordinator in making sense of behavior by following a structured review of a behavior to identify the unmet need that may be causing the behavior	Click Here for Need Behavior Worksheet
		Verbal Needs Worksheet	When the Care Coordinator is struggling with getting behaviorally specific information, they can use this form to identify the meaning behind the words of a situation. This meaning can be translated into Needs Statements for the focus of Team meetings in the Help Stage	Click Here for Verbal Needs Worksheet
		Star Chart for Strengths	Graphic way to summarize strengths; can be useful for Care Coordinators in engaging teens or other team members who are struggling with identifying strengths	Click Here for Strengths Star Chart
		Family Timeline Form	Helps Care Coordinators organize details in a family's story as it relates to the whole family	Click for Family Timeline

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			<p>by placing child's birth in the middle and asking that people work backwards and forwards; also allows Care Coordinator to record good news as well as trauma or loss that may be evident. A completed sample timeline can be found at https://wraparoundohio.org/wraptools-sample-completed-timeline/</p>	
Help	<p>This stage generally lasts from the first minute of a formal Wraparound Team meeting to the point where a team member does something different as a result of the agreements made in that team meeting. This means if a group of people have been meeting prior to the referral or decision to do Wraparound, something different would need to occur to get through the help stage. These team meetings represent a shift from the family's past to a focus on the family's future.</p>	<p>Planning for the First Team Meeting & Sample Agenda</p>	<p>Assists Care Coordinators in planning for a structured first Wraparound meeting; helps especially when a group has been having regular meetings prior to the referral to Wraparound and the Care Coordinator is interested in moving the group to a new path; also helps with organizing the first meeting when details or conditions can seem overwhelming. A sample Wraparound agenda is available at https://wraparoundohio.org/care-coordination-corner-sample-wraparound-agenda/</p>	<p>Click for First Meeting Planning Form</p>
<p>Wraparound Meeting Checklist</p>		<p>Helps Care Coordinators consider details in preparing for an initial team meeting; includes considerations for both virtual and in-person meetings; helps the Care Coordinator to check themselves in making sure they have considered all possibilities in running a meeting.</p>	<p>Click for Wraparound Meeting Checklist</p>	
<p>Wraparound Troubleshooting Form</p>		<p>Helps Care Coordinators & their supervisors to review their content after they have completed the initial Plan of Care; creates a framework for working towards improvement in a proactive manner</p>	<p>Click Here for Wraparound Troubleshooting Form</p>	
<p>Team Member Schedule Worksheet</p>		<p>Reinforces that family participation at Team Meetings is essential; used by Care Coordinators to ensure meetings only occur at times when family is available; builds a</p>	<p>Click Here for Team Member Schedule Worksheet</p>	

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			schedule for initial Team Meeting around availability of family.	
		Individual Team Member Form	Used by Care Coordinators to identify attributes of team members; includes schedule as well as team members perceptions of their strengths as a team members and planner; allows Care Coordinators to purposefully build on those team member talents in constructing the first meeting (note this is also available in the Healing Stage)	Click Here for Individual Team Member Form
Healing	Once a team member has started on a new path as a result of the initial Plan of Care meetings, the Healing Stage occurs. In this stage, Care Coordinators focus on continuous team development, continuous plan improvement and adapting team meetings to make that occur. This stage also includes monitoring results and using that information to improve and adjust strategies.	Team Communication Form	Helpful in encouraging team members to be mindful about who they can rely on and what type of access to people is most helpful; can create options when multiple generations or households are sharing care for a child including foster care or relative placement in that each household can build their own communication tree	Click Here for Team Communication Form
		Ongoing WA Team Meeting Worksheet	Use this worksheet for ongoing Team meetings after the initial Plan of Care is completed.	Click Here for Ongoing Wraparound Meeting Worksheet
		Child and Family Team Minutes Template	Can provide a high-level summary of who, what, where a team is going; most helpful in working in situations where Team members either struggle with follow through or often change their course without informing the Care Coordinator	Click Here for Team Meeting Minutes Template
		Plan of Care Activity Tracker	Provides a record of previous decisions and helps force a choice about whether to keep, change or stop an activity; helps Care Coordinators focus team members on how to build on their planned activity rather than simply discarding, but also challenges team members to choose to stop when something	Click Here for Plan of Care Activity Tracker

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			isn't working; also helps Care Coordinators sort whether they have the right blend of support, intervention & community participation	
		Outcome Worksheet & Review Form	Useful in linking activities to behaviors that can cause a strong reaction in team members or other adults; second page can be used to ask team members to rate their sense of progress at monthly meetings, which prepares Care Coordinators to look at the entire trend rather than one event that may cause a team to overreact and throw out the baby rather than the bathwater	Click Here for Outcome Worksheets
		Resource Worksheet	Assists in the process of identifying community services and supports. Designed to provide a framework that works in a variety of communities and reinforces the logic behind choosing what resource(s) match a particular situation. Included in the worksheet are broad categories to be considered in identifying a community's assets and resources.	Click Here for Resource Worksheet
Hope	This stage typically lasts between 30 and 60 days with a target timing of 45 days. In this stage the Care Coordinator may increase frequency of Team Meetings as the team begins to imagine a future where the family is able to access what they need when they need it and have a feeling that their capabilities and strengths can address their	Community at Transition Form	Care Coordinators can use this to brainstorm with their supervisor or co-workers, with families and with teams about options to consider in building connections for a Hope-filled future	Click Here for Community at Transition Worksheet
		Transition Planning Tools	Worksheet that can be used in reaching agreement with families or team members who are reluctant to have Wraparound end; can create a simple one-page map for families to use to address their concerns about what may go wrong in the absence of Wraparound	Click Here for Wraparound Transition Planning Tools
		Wraparound Hope Worksheet	Helps Care Coordinators to create a road map during the final stage of Wraparound as they build towards hope; also creates a format for	Click Here for Wraparound Hope Worksheet

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	vulnerabilities and worries. The Care Coordinator uses this time to help the team brainstorm what's next and personally connect the parent and child with options in the future.		practicing responses when things may go wrong; particularly useful when families are experiencing a lack of confidence in the future	