



FAB SCHEDULING

Tips & Tricks



Try these tips and tricks to overcome the challenges of flexible, activity-based scheduling that accommodate bursts of support when needed.

Challenge  Try...

Going during naturally occurring times of the routine/activity setting



Planning with the caregiver(s) around multiple activity settings/routines that support their desired priorities. This provides flexible options for scheduling based on your and the family's availability.

Family struggling to keep track of visits



Problem-solving with the family to figure out what best helps them keep track of appointments (e.g., setting reminders, text from provider).

Reflecting with caregivers during busy routines/activity settings



Using a variety of coaching strategies: reflection-for-action (before the activity occurs), reflection-on-action (after the activity has occurred), or video reflection with caregivers (recorded prior to visit or during visit).

Balancing family-driven scheduling with work and personal calendar



Setting boundaries based on your program's guidelines and personal commitments that you have (e.g., block calendar for times you are not available, only offer times that you can do).

Knowing when to use a burst of support



Providing a burst of support when a new or particularly challenging priority arises, multiple caregivers need support, or progress has stalled.

Knowing how to best make a burst fit a family's individual needs



Thinking about the different ways a burst might look: a couple of shorter visits in a week, having one visit in an activity and one focused on resource supports, and having visits with each caregiver you are supporting.

Knowing when to end a burst of support



Discussing with the family their confidence and need for on-going support based on progress made on IFSP outcomes.



Visits that occur during the routine the family wants help with are efficient, reduce missed visits, and increase caregiver buy-in and participation.



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