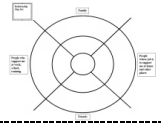
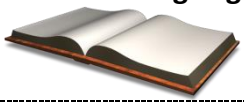
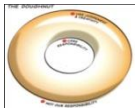
Thinking about how to use everyday person centered skills

Core Concept & Skill	WHAT IT DOES	POSSIBLE USES	If you had support to make a change how would you use important to/for?
Sorting Important To/ Important For	A way to organize the information we collected when using other tools. By sorting our learning into What's Important To and What's Important For we gain a deeper understanding of the person while working towards a good balance. Better informs our actions in partnership with the person and those who love them.	• Use with all the other tools-to add depth to our understanding of the person's preferred to/for balance • To think through a situation before deciding what should happen next	
SKILLS	**WHAT IT DOES**	**POSSIBLE USES**	**If you had support to make a change how would you use this skill?**
Two Minute Drill	Helps us learn critical information about how to best support the person (top tips)	• To learn what people think is most important to and for the person • To discover information that the new supporters need to be successful • To help people clarify how they balance important to/for when supporting a person	
Relationship Mapping 	Creates a picture of who is in the persons' life	• To record who is in a persons life- their role and relationship • Find characteristics of a good match • To help the person and planners determine who to invite to help plan	
Communication Chart	At-a-glance view of key information about how a person communicates. Especially useful in supporting people who don't communicate well with words	• Help people to get to know a person more quickly • Help people know how to support someone during challenging times	
Rituals & Routines	Identifies the specifics of a particular time of day or event	• To learn what parts of rituals/ routines are important to the person to keep or change. • To learn more about what is important to and for the person • To learn more about daily supports the person appreciates	

SKILLS	WHAT IT DOES	POSSIBLE USES	If you had support to make a change how would you use this skill?
Good Day/Bad Day	A way to identify the specifics of what makes up a good and bad day for a person.	• Use to learn What's Important To and How to Support • Maximize good days, and minimize effect of bad days	
Reframing Reputation	A method to help us learn more about what is important to a person; how to support them while organizing a positive description	• Helps people acknowledge the persons positive characteristic • Helps us get to what is important to the person and how to best support from negatives	
Sorting What's Working/ What's Not Working	Analyzes an issue/situation across multiple perspectives. Provide a picture of how things are right now.	• To get a broader perspective • To do pinpoint problem solving • Before planning next steps	
The Learning Log 	Directs people to look for ongoing learning A structure that captures learning details within specific activities and experiences	• Replace the standard "progress note" • Track efforts related to a specific area of change • Support depth learning over time	
4 + 1 Questions	Helps people learn from their efforts and focus next steps.	• To evaluate a specific process or effort • As a structure for group review	
The Donut Sort 	Identifies role-specific responsibilities. (Core responsibilities; use judgment and creativity; not usually a paid responsibility)	• Help people get clear about their responsibilities regarding specific situations • Develop job/volunteer descriptions A structure for feedback and evaluation	
Matching	A structure to look at important "people characteristics" and the persons interests as well as what skills/supports make for good matches.	• Help people think about the kind of people they want and need supporting them • Hire best matched staff Help person, family to identify possible circle members	