

When do FTDM Meetings Occur?

Meetings occur anytime a placement decision is being considered for a child/youth involved with DCYF. This includes prior to removal from home, stabilizing or changing placement while out of home and for transitioning back home or into a permanent placement.

When an emergent placement occurs the FTDM should be held within a couple business days to ensure everyone is aware and the child(ren)'s needs are met.



"Alone we can do so little; together we can do so much."

- Helen Keller

We appreciate your willingness to participate on short notice and for arriving to the meeting on time.

Your Family Team Decision Making Meeting

Date: _____

Time: _____

Location: _____

Caseworker: _____

Phone: () _____

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Family Team Decision Making Meetings



Washington State Department of
CHILDREN, YOUTH & FAMILIES



Family Team Decision Making Meetings

A Family Team Decision Making (FTDM) Meeting occurs when your family situation may require removal of your child(ren) from your care to ensure their safety. Concerned family and community members are rapidly called together to assist you and the caseworker in developing a plan that best meets the needs for your child(ren).

A trained facilitator runs the meeting to make sure all persons have a chance to speak and the plan developed provides protection for your child(ren). The creative thinking and commitment of those who know your child(ren) is critical to making the best decision.

Who Attends FTDM Meetings?

Parents, family members, family support system, DCYF caseworker and supervisor, community representatives, caregivers, children over the age of 12 (if appropriate), parties to the case, teachers, medical providers and other service providers are invited.

Guidelines for an Effective Meeting

All participants positively contribute to the process by being open and honest, expressing what commitments they are willing to make, honoring the privacy of others, having the opportunity to be heard and focusing on the safety needs of your child.

Who Makes the Decisions?

The goal of FTDM meetings is to have an open, honest discussion about the safety of your child(ren) and to come to an agreement for the least restrictive safe placement. If you do not participate or an agreement cannot be reached, DCYF has the authority and responsibility to make safety decisions for your child(ren).

What Happens at an FTDM?

The meeting lasts about 1 ½ to 2 hours and will be guided by a facilitator who is knowledgeable about child welfare, protective services, laws and policies. The meeting will involve:

- Introductions and meeting guidelines
- History, safety concerns, strengths and resources presented by family, DCYF staff and participants.
- Identification of your child's needs, your family's strengths and community resources
- Exploration of placement options, to include relatives and suitable others, as well as possible barriers to placement.
- Development of a plan for your child's immediate safety, including follow-up measures
- A written plan, stating what needs to be done, who will do it and when it will be done.

