

Policy: 4.2	<h2 style="margin: 0;">Family Centred Practice Policy</h2>
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**Policy Statement:**

Family Centred Practice is the recommended approach for professionals who work with young children with a disability or developmental delays and their families. This practice values the child's family as the key decision maker when planning services and supports.

Family Centred Practice refers to the attitudes and behaviours which ODEEP staff exhibit when working alongside families and the parent- professional partnerships which are formed. These include: respecting the rights of, and supporting the family to make decisions about the type, frequency and location of ODEEP services they request, orienting services to the needs of family members in addition to the child's and being positive, responsive, friendly and sensitive.

<b>Responsibilities and delegations</b>	
This policy applies to	ODEEP staff, volunteers, contractors and families.
Specific responsibilities	This policy is developed by the CEO and reviewed by ODEEP staff and Board of Directors. It is communicated and implemented by the CEO and staff.
Policy approval	ODEEP CEO

<b>Policy context – this policy relates to:</b>	
Standards	NDIS Practice Standards and Quality Indicators 2018
Legislation	NDIS Act 2013
Organisation policies	Decision Making and Choice Individual Outcomes
Forms, record keeping, other documents	ECIA Code of Ethics NDIS Code of Conduct ODEEP Family Charter ECIA Best Practice Principles

Family Centred Practice forms a part of early childhood intervention best practice and evidence-based principles. ODEEP staff will implement family centred practice principles when providing any service to families who are utilising ODEEP's services.

ODEEP will ensure that staff receive training in the implementation of family centred practice principles and will regularly review these practices at staff meetings. The Practice Manager is responsible for ensuring that the principles of family centred practice are embedded within everyday practice whilst staff are providing supports and services to children and families accessing supports through ODEEP.

Family Centred Practice will be discussed with new staff members through the induction education process as well as being included in staff job descriptions and appraisal systems.

## Procedures

The Key Worker model of service provision and Individual Family planning meetings are the key tools used with families to promote family centred practice.

ODEEP undertakes the following:

- Builds positive and respectful relationships with families.
- Invites families to attend meetings, which involve them in decision making and goal setting which reflects the families' concerns & priorities.
- Is flexible and ensures that families have access to all the information they need to be able to make an informed choice.
- Considers the needs, priorities and strengths of all family members.
- Supports families to make decisions and to be advocates for their own child and family.
- Demonstrates teamwork within the ODEEP team and other workers from other agencies to develop a cohesive support for families.
- Enables families to identify ways in which they themselves are making a difference for their child.
- Develops partnerships in which both family and professional contributions are valued and respected, with the family acknowledged as the primary stakeholder.

<b>Record of policy development</b>		
<b>Version</b>	<b>Date approved</b>	<b>Date for review</b>
Version 1	August 2020	August 2021
Version 2	November 2021	November 2022