



Improving Lives Through Healthy Minds  
810-648-0330

# Person-Centered Planning Facilitator

A Guide for Choosing and Using a Facilitator

## What is an Independent Facilitator?

An Independent Facilitator is someone you choose who doesn't provide paid supports or work for those who do. They are trained to understand Person-Centered Planning (PCP) and ensure that meetings focus on how supports and services can help you achieve your goals. You can select someone you know who's already been trained, or they can receive training as needed.

## How can I become an Independent Facilitator?

If you or someone you know would like more information on becoming an Independent Facilitator, please contact Sanilac CMH at: **810-648-0330**

*Sanilac County Community Mental Health* is dedicated to delivering high-quality care to those it serves. We are committed to addressing the needs of each individual comprehensively to improve lives through healthy minds.



### *Talk To Us:*

Sanilac County  
Community Mental Health  
227 E. Sanilac  
Sandusky, MI 48471

☎ 810-648-0330 Assistance 24/7

🌐 [www.sanilacmh.org](http://www.sanilacmh.org)

📘 [facebook.com/sanilacmh](https://facebook.com/sanilacmh)

**Help is available; you are not alone.**

If you need assistance for yourself or a loved one, we are here for you 24/7.

If a situation is potentially life-threatening, call 911 immediately.



## What is a Facilitator?

A Person-Centered Planning (PCP) Meeting Facilitator is the person who will help you plan your PCP meeting. In addition, they will run the meeting and focus it on your needs, dreams and your wishes.



## Who can be my Facilitator?

This is your choice. It could be:

- ◆ Yourself
- ◆ A friend or relative.
- ◆ Another person who receives CMH services.
- ◆ Your current Care Manager.
- ◆ A Care Manager you would like to have.
- ◆ An Independent Facilitator.

## Do I have to have my Care Manager as my Facilitator?

**No.** You choose who runs your meeting. If you **do not** choose a Facilitator, your Care Manager will run your meeting.

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## What makes a good Facilitator?

Choose a person who:

- ◆ Listens actively and attentively to your needs.
- ◆ Respects and supports your values and preferences.
- ◆ Partners with you throughout the Person-Centered Planning (PCP) process.
- ◆ Empowers all participants in the meeting to contribute.
- ◆ Has a strong understanding of Person-Centered Planning.
- ◆ Is knowledgeable about available services and support systems.
- ◆ Facilitates the meeting with respect for everyone involved.
- ◆ Ensures the PCP reflects your goals and the agreements made during the meeting.

## If I choose a Facilitator, will I lose my Care Manager?

You will still have your Care Manager, and that person will continue to attend planning meetings. Your Care Manager will continue to make sure you get the services and supports in your plan. The only thing he or she will not do is run the planning meetings.

## How do I get a Facilitator?

- If you have someone in mind to facilitate your planning meetings, let your Care Manager know. They can arrange for that person to receive any necessary training and take charge of the meetings.
- If you're unsure of who to choose, talk to your Care Manager. They can provide more information about the process and available facilitators.
- If you're selecting someone you don't know well, take time to meet and talk with them to ensure you feel comfortable with your choice.
- Remember, you can always change your facilitator if needed.

## What will a Facilitator do?

He or she will meet with you before the PCP meeting. During the pre-planning meeting, you and your Facilitator will:

- ◆ Arrange a time and place for your PCP meeting and choose who will attend.
- ◆ Discuss your dreams for the future and goals for the next few months.
- ◆ Discuss natural supports that are available to help you meet your goals.
- ◆ Discuss other services and supports you feel are needed to meet your goals.

During the PCP meeting, your Facilitator will:

- Make sure your dreams, goals and needs are discussed.
- Make sure everyone is heard.
- Make sure you make choices about your supports.
- Make sure your plan deals with your dreams and with the goals and supports you choose.
- Help you develop supports in the community.

