

**DAYBREAK FAMILY GROUP CONFERENCE**

Family Name:

Programme:

Ref No:

**REFERRER / PROFESSIONALS FEEDBACK FORM**

*You have recently attended a Family Group Conference. Now that it is over, we would be grateful if you could spare a few minutes to give us your views on the meeting so that we can improve our service to others*

Before the FGC meeting:

1	Did you make the referral?	YES / NO
	If YES, did the coordinator contact you within 10 working days?	YES / NO
2	Did the coordinator discuss and agree the questions to be addressed at the FGC?	YES / NO
3	Have you attended a FGC before?	YES / NO
4	Did you receive adequate information about the process?	YES / NO
5	Did you have enough help in considering/preparing the information you would provide at the FGC?	YES / NO
6	Did the coordinator keep you informed of progress during the preparation period?	YES / NO
7	When negotiating the time/date of the FGC did the coordinator take your availability into account?	YES / NO
8	Did you receive a written invitation to the FGC?	YES / NO

At the FGC meeting:

9	Were the right people there? If no, please explain:	YES / NO
10	Was everyone given an opportunity to have their say?	YES / NO
11	In your opinion, did the family plan take the service user's (child or vulnerable adult subject of the referral) views and wishes into account?	YES / NO
12	In your opinion, did the family plan address the reasons for the FGC?	YES / NO

13	Which of the following do you think the plan addressed (please tick):	
	- Domestic abuse/violence?	
	- How to keep the service user safe?	
	- Where should the service user live?	
	- What support does service user or family need?	
	- Maintaining/improving his/her physical or emotional health?	
	- Maintaining/improving his/her social/leisure opportunities?	
	Other (please state):	
14	Was a follow-up (review) meeting agreed?	YES / NO
15	Did you receive a written copy of the plan within 7 working days? If NO, how long after the FGC did you receive the plan?:	YES / NO

16	What did you think were the positive aspects of holding a FGC?
17	What did you think were the negative aspects?
18	Any other comments about the service?

*Thank you for your comments. The information will be used to maintain practice standards and continuously improve Safe and Sound FGC services.*

Name: ..... Job title: .....

Phone: ..... e-mail: .....

- By post:- Safe and Sound First floor east mill Darley Abbey Mills, Darley Abbey, Derby DE221DZ
- By hand to your FGC co-ordinator at the end of the FGC.
- By e-mail to [FGC@safeandsoundgroup.org.uk](mailto:FGC@safeandsoundgroup.org.uk) if the feedback form has been e-mailed to you and completed electronically.