

Person Centred Planning – a resource guide

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Working with local services in Cheshire, Greater Manchester,
Lancashire, Merseyside and South Cumbria in moving towards better
futures for people with learning disabilities.

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Introduction

There is a wealth of material on person centred planning that is hidden from the usual places where we search for information. Much of it is published by small independent publishers whose books never turn up on the shelves of bookshops or in literature searches. The journey to track down this information can therefore be fraught with difficulties, limited to what information your colleagues have or whether you have attended a conference where some publications were available. We have experienced this frustration and have compiled an annotated bibliography of the resources that we have found here and some in the USA, and the training that is available. Only one of the books we review is available though an ordinary bookshop!

As person centred planning cannot happen in isolation from inclusion and organisational change, it was difficult to decide what to leave out. Eventually we limited the resources presented here to those that specifically deal with person centred planning, with just a couple of other associated resources about inclusion.

This publication begins with an annotated bibliography split into resources on person centred planning in general, resources for self-advocates, resources for facilitators, different planning styles and associated resources. Each annotation summarises the key areas in the publication, may link to other related material and directs people to how we think it is best used, for example whether we think it is vital reading in this area. We have tried to offer guidance without being prescriptive - obviously reading or viewing all the materials would be ideal, but few people have the time to do this.

The next section is a picture or 'graphic', which indicates where to go if you have specific questions on person centred planning. This is followed by information on what training and consultancy is available, from a short general introduction to person centred planning to facilitator and implementation training. The final sections provide the addresses that you will need to follow up any of this information and an index.

The place to start with any journey into person centred planning, whatever our role in peoples lives, is with ourselves. The reading and videos presented here are important as a way of supplementing the examination of our own values and completing our own plans to begin this learning process. If you want to learn to facilitate plans, it is vital to still begin by learning generally about person centred planning, although the temptation might be to focus on which planning style you want to learn. Beginning in this way develops a clear understanding of how person centred planning is different to traditional planning and what it will take to really listen to people and make fundamental changes with them in their lives. We hope that this publication contributes some signposts to your journey.

Books and training resources

Person Centred Planning in general

A little book about Person Centred Planning

Author: O'Brien J, & O'Brien C L (Eds.) (1998)

Published by: Inclusion Press

Available from: Inclusion Distribution

Price: £5.50

This is an excellent book, which is thoughtful and thought provoking. In addition to the editor's contributions, the book brings together a number of papers and chapter contributions from the major innovators in this area: Marsha Forest, Herb Lovett, Beth Mount, Jack Pearpoint, Michael Smull, Judith Snow and Jeff Strully. The chapters cover a lot of ground, chronologically, in content and context. Reading this book brings together some of the themes of person centred planning including political and ethical issues, interdependence and power. Each chapter opens possibilities for thinking about and practising person centred planning. Chapter titles include; Think Before You Plan, Learning to Listen, The Ethics of MAPS and PATH, A Guide to Personal Futures Planning and The Politics of Person Centred Planning. There is a useful resource section at the end of the book, with suggestions for finding further information about the methods of planning throughout the book. This book is essential for anyone who wants to effectively plan with people.

People, Plans and Possibilities - exploring Person Centred Planning

Author: Sanderson H, Kennedy J, Ritchie P & Goodwin G (1997)

Published by: SHS, Edinburgh

Available from: SHS, Edinburgh

Price: £17.75

The authors draw upon a broad range of sources and experience to provide what is a comprehensive overview of person centred planning. The first chapter provides an informative introduction to person centred planning and its history. The second chapter explores the practice of person centred planning, paying attention to sharing power and process issues. Chapter 3 introduces five person centred planning styles, Essential Lifestyle Planning, Individual Service Design, Personal Futures Planning, MAPS and PATH. Chapter 4 considers the consequences of planning for people and organisations. The final chapter examines the U.K. context and implications of implementing and safeguarding planning within organisations, identifying strategies and issues for organisational change and development. This is the only book with U.K. experience in detail and with stories illustrating each of

the planning styles. There are real stories and experiences described throughout which illustrate points, themes and the 'doing' of planning.

At the close of each chapter there is a useful summary of what it means to, 'move away from... and towards...' person centred planning. This book is excellent: an accessible starting point for people who are relatively new to person centred planning and a good resource for people seeking direction and ways of developing plans from within organisations that increase the likelihood of positive change in people's lives.

Creating Individual Supports for People with Developmental Disabilities - A mandate for change at many levels

Edited by: V. Bradley, V. Ashbaugh, J. Blaney, B. (1994)

Published by: Paul H Brookes

ISBN 1 55766 136 7

Available from: major bookstores and libraries

An excellent edited book focusing on strategies for achieving individual empowerment and community membership. Although primarily written for the American market, there are only a couple of chapters that are limited by that. Only a few chapters deal specifically with the detail of person centred planning however this is an invaluable book for putting person centred planning in the 'big picture' of paradigm change and the necessary organisation and service change. It provides many detailed examples of how this is starting to happen.

The book comprises of five sections.

Section 1 is History and Rationale. This includes a good description of the evolution of what is being called the new service paradigm of moving from programmes to increase people's independence to providing supports for people to be members of their community. The book also includes very useful chapter by Michael Smull on the key issue of increasing quality while reducing costs.

Section 2 is Conceptual Change. Contains two key chapters. One is by Beth Mount on the benefits and limitations of Personal Futures Planning, which provides a good overview of Personal Futures Planning. The second key chapter is by John O'Brien and Connie Lyle O'Brien called 'More than Just a New Address: Images of Organisation for Supported Living Agencies'. This is one of the best descriptions of the changes required as we move from residential services to supported living. The chapter is explicit in outlining the new values required, the characteristics of organisations, the difference it will make to the way staff think and work, what are staff teams, managers and directors responsibilities. O'Brien gives a hard-hitting analysis of forms of power. Includes 5 (another 5?!) key areas that agencies will be working towards for community inclusion.

Section 3 Change throughout the system. This section contains a number of case studies of organisations moving from services to supports. It includes closing a

school and training centre, change towards inclusive education, approaches to inclusion through recreation and leisure, inclusive employment and residential services changing.

Section 4 Leadership and Empowerment. Interesting chapters on self-advocacy, building communities 'one person at a time' and parent power.

Section 5 mechanisms for change. Chapters on collaboration, and an excellent chapter on quality assurance as a tool for change.

This is another invaluable book.

Planning for Life; Developing Community Services for People with complex multiple disabilities

Author: Department of Health Social Services Inspectorate (1995)

Published by: Department of Health

Available from: Department of Health

The Social Services Inspectorate (SSI) have produced a series of three short monographs on developing planning for people with complex multiple disabilities. The first report followed an SSI inspection report and workshop to encourage the development of services for people with complex disabilities through the implementation of community care. The report considers the themes of; integrated services, user empowerment, life planning and specialist support. It suggests action points for all of the statutory and non-statutory agencies involved in the workshop. Two examples of good practice are provided for each theme and a self-audit action checklist for services was devised. The information offered is a basic introduction to how services may work together to improve the services offered to people with complex needs. Person Centred Planning is referred to, though not explained or explored in this report.

Planning for Life; Developing Community Services for People with complex multiple disabilities No. 2: Good Practice in Manchester

Author: Department of Health Social Services Inspectorate (1996)

Published by: Department of Health

Available from: Department of Health

The second 'Planning for Life' report describes the introduction and development of person centred planning in the Manchester Joint Service for People with Learning Disabilities. The reader is introduced to four people supported by the service who have developed plans using different styles of planning. Each of the plans developed are described and illustrated. The planning styles utilised are Essential Lifestyle Planning, PATH (adapted to include the person's history) and Personal Futures Planning. Of particular interest is the Service Support Contract developed with one person as an outcome of the planning, developed to increase the amount of control the person has over her life and the service provided to her. When the service falls short of the agreed levels of support, the person is reimbursed with some or all of the charge for the care that is provided. The report also describes the organisational context of planning, highlighting the service

action plan and achievements using the Planning For Life action checklist developed in the first report. In relation to person centred planning, this is the most useful of this series of publications.

Planning for Life; Developing Community Services for People with complex multiple disabilities No. 3: Good Practice in the Independent Sector

Author: Department of Health Social Services Inspectorate (1997)

Published by: Department of Health

Available from: Department of Health

The third report in the 'Planning For Life' series explores the contribution of independent sector organisations as providers of service for people with complex disabilities. The report describes good practice in supported living services, day services and partnerships, providing stories to illustrate the services provided. Drawing on the experiences of the services visited, a chapter looks at purchasing arrangements, person centred planning and funding. A summary of good practice suggestions is offered to help people seeking to commission and provide services for people. Not to be used as a guide or introduction to person centred planning; it is useful only for service providers and commissioners, for ideas about planning and service provision from within the independent sector.

Building Person Centred Support. Part One – Vision and Ideals

The University Affiliated Program of New Jersey (1991)

Available from: UMD New Jersey

Price: \$49.50 + \$6.00 p&p (includes Part One and Two)

This is a training manual produced as part of a wider project to assist middle managers of service for people with disabilities in New Jersey to develop innovative support. Much of the information in this section is surprisingly contemporary (given that it was written 8 years ago), a reminder of how slowly the wheels of services change to reflect vision and ideals. Some of the information about planning has become more sophisticated, though the salient beliefs and values described are unchanged and are equally pertinent to the UK. The manuals attempt to build a bridge between a vision of person centred support and the reality of services for people. The manual recognises and explores this conflict and the role that middle managers have balancing the tension between person centred and 'system centred' development. The manual includes information about Personal Futures Planning, conditions which facilitate change and implications of person centred support for services.

Building Person Centred Support. Part Two – Implementation

The University Affiliated Program of New Jersey (1991)

Available from: UMD New Jersey

Part Two of the manual is split into three sections. These are supervisory skills, teaching strategies and action planning and implementation. It attempts to support strategic implementation of the values and information from Part One by increasing management skills in the three sections. Considered together, the two sections of the manual act as a resource for forward thinking managers who are struggling to support staff to change their practice. The manual may also be useful for trainers and innovators focusing on building person centred support to dip into.

Resources for self advocates

Our Plan for Planning

Author: People First, Manchester and Liverpool (1997)

Published by: Manchester People First

Available from: Manchester People First

This was developed as part of People First's contribution to the Joseph Rowntree Funded 'People, Plans and Possibilities' project on person centred planning. Members of People First in Liverpool and then Manchester got together to tell their stories of what planning has been like for them and how they would like it to be in the future. Written and produced by them, this is essential for anyone serious about involving people in their own planning, whatever style is used. It is produced in an accessible way, with statements and drawings of what people do and do not want staff to do. It covers before, during and after the planning meeting. It can be used as a 'workbook' to support people to think through issues around planning and to prepare for their own meeting, by families, teams and advocates looking at how they can include someone in their meeting and as a staff training resource.

People First will give a discount for large orders. Photocopying this document directly deprives People First of revenue.

My Life – My Story

Author: Manchester People First (1998)

Published by: Manchester People First

Available from: Pavilion Publishing

This video provides a great overview of personal portfolios, (ways of presenting information on our history and our life), which are often used within person centred planning. It is produced and narrated by members of Manchester People First, who share their life stories and portfolios. The video is informal and positive in style. It is easy to understand, using simple language and makes clear the stages of making your own portfolio. The video records the stories of people who have made their own individual styles of portfolios, including a life story book, video, poster and story box. The examples also include representation from someone from an ethnic minority background and people with multiple disabilities. Self-advocates will find this video useful, as will people who wish to support others to develop a personal portfolio.

'It's My Life' materials from New Hats Inc.

Published by: New Hats Inc.

Available from: New Hats Inc.

Price: on application

These materials are part of the 'It's My Life' training package from New Hats Inc. It is worth noting that these resources are designed to accompany training, though they are a varied resource, which may be useful for others who are already involved in planning with people. All the materials contain ideas and activities for individuals and their supporters to think about and plan for their preferred lifestyle now and in the future. These are often in the form of reproducible masters of checklists, profiles, activities and worksheets which aim to help people to think about what is important to them and trigger discussion. There is danger in using this type of resource; that we may attempt to fit the person into the materials and lists, rather than creating an individual plan that is focused on a person's unique capacities and wishes. These materials are best used as a resource for people who are already experienced in person centred planning to dip into for ideas.

Below are brief summaries and additional information for each of the workbooks and resources:

- **My Life Planner**

by Curtis E & Dezelsky M (1991) Edited and illustrated by Coffey C

This workbook is split into six sections; Organising My Life, People, Places and Fun, My Dreams and Plans, Living On My Own, Jobs & My Career and Solving Problems & Making Decisions.

- **A Toolbox for Person Centred Planning**

Author: Curtis E & Dezelsky M (1994) Edited and illustrated by Coffey C

As the title suggests, this is a toolbox of activities and profiles. It also contains considerations and sample questions for facilitators that complement the profiles/masters. Examples of areas covered are Personal History, Interests, Gifts & Capacities and Places.

- **It's My Life; Preference Based Planning for Self Directed Goal Meetings (Facilitator's Guide & Goal Planner's Workbook)**

Author: Curtis E & Dezelsky M (1994). Edited and illustrated by Coffey C

These are 2 big workbooks, one for facilitators and one for the goal planner. The Facilitator's Guide contains an introduction to Preference Based Planning and full, insightful guidance for facilitators that are clear and accessible. The Goal Planners Workbook is split into sections relating to: Organising My Planner; Hopes, Dreams, Preferences; Possibilities, Priorities, Goals and My Meeting. There is a lot of structured goal planning information with associated charts and lists to complete as part of the Preference Based Planning process.

- **A Self Determined Life; Tools to Support Dignity, Diversity, Community and Dreams**

Author: Curtis E & Dezelsky M (1996). Edited and illustrated Coffey C

This offers 'A Model Based on Personal Dignity' as a way of working for a person which includes listening, focusing on personal capacity, and identifying personal

preferences and empowerment. Not strictly a book about person centred planning, the authors write about creating a context with people which supports positive change.

- **Self Determination Profile. An assessment package**

Author: Curtis E (1996) Edited and illustrated Coffey C

This comprises of tools for assessment based on The Five Accomplishments; Community Presence, Participation and Relationships, Choice, Respect and Competence. The profile is made up of recording sheets related to the areas of places, people, decisions, skills and personal respect.

Capacity Works: Finding windows for change using Personal Futures Planning (1995)

Author: Beth Mount

Published by: Communitas

Available from: Circles Network

This is a workbook for someone to use with their friends or family to develop their own Personal Futures Plan. It is based on '6 Windows of Change' which reflect six of the maps or tools of Personal Futures Planning.

The 1st Window is 'This is my Question, Listening to Hope', which helps the person identify what they want to change and invite a friend or supporter to help them to explore this.

The 2nd Window is 'These are my friends and supporters - expanding and deepening relationships', which clarifies the persons support systems and identifies how to build on this and strengthen friendships.

The 3rd Window is 'These are my gifts, recognising and developing preferences'. This window presents some thinking tools for exploring and clarifying individual gifts.

The 4th Window is 'This is my community: finding opportunities in community life' which suggests ways of exploring and learning about the local community by examining the routines, rituals and fabric of local community life.

The 5th Window is 'This is my vision for a positive future, - developing a future vision' and presents ideals for helping a person to clarify their personal vision.

The 6th Window is 'This is what I need to learn - understanding my struggle'. This window identifies what people need to learn to overcome obstacles and finding 'learning points' around them. Rather than learning new skills, the focus is on learning more about the community, about systems and about myself.

Each 'Window' provides tasks to complete and boxes to record the information in for example, a relationship map to complete. There are some graphics and quotes. This is written in a format that requires someone to read the material with a person and support them to complete it rather than the more accessible format of 'Our

Plan for Planning'. There may not be enough room in the boxes provided to record all the information so it may act as a guide (particularly for people with an aversion to filling in boxes!).

Some of the language is a bit off-putting and obscure, for example the 'keeper of my question' 'guardian of my hopes' 'my social identities'. Some of it appears prescriptive e.g. in Window 5 the task is to develop a future vision in 3 areas of your life and for each identify 5 action steps.

Useful for using with a few individuals and seeing what they think. Definitely not for bulk buying and distributing throughout a services as a way of implementing Personal Futures Planning. This may work as a way of introducing some people to it, but also need the flexibility of the other ways described in Personal Futures Planning: Finding Directions for Change which is reviewed in the next section.

Making Choices for Community Living. A Guide for Self Planning

Author: Jeffreys M, Sproul P & Shyduik W (1993)

Published by: Windsor Community Living Support Services Ontario

Available from: Windsor Community Living Support Services

Price: on application

This book is designed to be used by self advocates to help plan and make decisions about living in the community, though some of the language used in the book could be hard to understand for people with learning disabilities. It suggests that people invite someone else to help them to read through and use the book if this is helpful. People who are supporting someone else to think about their future could also initiate using this book. There are three sections to the book. The first is about planning for yourself and organising support. The second is about getting a job and the third is about setting up home and being active in the community. The style of the book maintains a clear focus on the person who is planning; it is easy to read and makes use of images and pictures. This book was written for a Canadian market and information about funding reflects this. Also available on audiotape.

Resources for facilitators

The following are resources on facilitating person centred plans generally, and the reader is also referred to the sections on the different planning styles.

Planning On...a resource book for facilitators

Author: Joyce S (1997) Realizations, Training and Resources Ontario

Available from: Realizations

Price: £15

This resource book is a comprehensive guide for facilitators of planning. It does not focus on specific styles of planning; rather it emphasises the developing skills and attributes that are necessary to facilitate with integrity. There is information about qualities and skills of facilitators, whether they are planning using a particular process or tool, or planning meetings and get-togethers of all kinds. It is useful for both new and experienced facilitators, allowing space for reflection and notes. The book breaks down planning steps clearly and in detail, with thoughts about what can be accomplished at each step and suggestions for facilitators. The suggestions for facilitators at each stage of planning, from sending out invitations to creating plans of action, are in the form of helpful ideas and considerations that enable facilitators to guide groups sensitively and effectively. The book also revisits each planning step through a detailed sample plan, where the reader is introduced to a person who is making plans and their facilitator.

Monographs by Beth Mount and colleagues

These monographs are easy to read, and generally only about 30-40 pages long. They include graphic summaries of the key ideas and illustrate the ideas through people telling their stories.

In 1986 Connecticut Developmental Disabilities Council invested in 2 small projects that combined person centred planning, circles of support and community bridge building as a way of clarifying and moving towards five individuals dreams. The process for doing this is described in detail in the monograph 'Person Centred Development'. Beth Mount describes how since 1986 many more people in Connecticut have been involved in similar efforts, and in 1990 there were over 50 circles of support. She identifies what has been learned from this about changing peoples lives in the monograph 'Dare to Dream'. In this, she outlines 10 conditions that made change in peoples lives more powerful.

In 'Imperfect change' she describes the struggles of trying to work in a person centred way with bureaucratic systems and organisations.

Person-centred development: A Journey in learning to listen to people with disabilities

Author: Beth Mount, George Ducharme and Pat Beeman (1991)

Published by: Communitas

Available from: Circles Network

This is the first in the series of monographs, written in the 5th year of implementing circles of support in Connecticut. The monograph describes the personal and political side of circles of support and some of the early lessons learned. The monograph is split into three parts. The first part describes the activities of the first five years, part 2 summarises what the authors describes as the '5 basic requirements of the journey' whilst the final part looks at each of these strategies in more detail, each illustrated with a personal story.

It is very encouraging to learn in detail what Beth and her colleagues actually did as she began this work, for example, their funding, the retreats they held, documents written and beginning the circles and community building, and then expanding and networking with others. There may be some parallels for those of us wanting to develop working with circles in a similar way, however, it must be emphasised that Beth and her colleagues were working outside of services, sustained by two grants, working initially with five individuals who were not enmeshed in service systems.

In this monograph we are introduced to the term 'person centred development' which involves creating what they call a 'listening body' to build both personal and community support for people. They provide us with strategies for developing this support.

Beth and her colleagues think that it may be possible to create a listening body within services where there is strong leadership and vision and provides some do's and don'ts for approaching this. These guidelines are equally applicable for anyone looking at implementing person centred planning within an organisation.

This is interesting reading, and it is encouraging to learn about how the projects developed.

(This monograph includes most of the information found in Personal Futures Planning: Promises and Precautions by Beth Mount (1992) and is consequently not reviewed here).

Dare to Dream: An analysis of the conditions leading to personal change for people with disabilities

Author: Beth Mount (1991)

Published by: Communitas

Available from: Circles Network

Despite the title, this is not a monograph about dreaming, but an analysis of the conditions to help people achieve these. For a more detailed exploration of

dreaming, see Judith Snow in the New MAPS Training Video: Shafik's MAP reviewed in the next section.

In this monograph, Beth shares what has been learned in Connecticut about supporting personal change with people through using person centred planning within circles of support. She identifies ten conditions and investments that can lead to powerful change. Beth introduces us to Regina, Cathy, Linda and Raymond who tell their stories and how and where these conditions were met in their lives.

Beth suggests that we need to invest our efforts in these ten areas when using Personal Futures Planning and circles of support. These valuable lessons are also applicable to any style of person centred planning, however, other issues are also important when considering supporting people with learning disabilities from inside organisations. Many issues are the same for people with learning disabilities in services in the UK, but there are other considerations that also need to be included for example the values of the team manager, their commitment to the person and leadership of the team. This is discussed and illustrated in *People, Plans and Possibilities*, which was reviewed earlier. Both are useful ways of identifying and investing in ways that make successful changes in peoples lives more likely.

Imperfect Change: Embracing the tensions of person-centred work

Author: Beth Mount

Published by: Communitas

Available from: Circles Network

This monograph describes living with the tensions between working in a person centred way and the reality of bureaucratic organisations, which Beth describes as being 'system centred'. This is summarised in a useful chart that contrasts person centred and system centred assumptions.

This is excellent for people struggling in using person centred planning in services as it articulates the frustrations and explains the roots of these. It is not a book of answers, just shared understanding of frustrations and explains that this is the way of person centred planning, it's messy because its about real life, not paperwork. There will be celebrations and set backs, steps forward and steps backwards.

The monographs strength is again hearing from Regina, Cathy, Linda and Ed about what it has been like to live with imperfect change.

A dose of reality for the idealists amongst us, to learn to live with imperfect change, whilst maintaining our values, hopes and commitment to people.

I See What You Mean! Empowering Through Visual Language. Group Graphics Guides

Author: Sibbet D (1981)

Published by: Sibbet & Associates, San Francisco

Available from: The Grove Consultants International

Price: \$45

This workbook packs a large amount of information, ideas and exercises into its pages. The workbook assists the reader to develop and improve their graphic recording and facilitation skills systematically with worksheets and space in the book to practice. This is a good book for people who are new to graphics as it begins with basic shapes and skills. There are many examples and the stages of drawing individual images are illustrated. It does move into more complex work that assists more experienced graphic guides to further develop their skills. Different applications for group graphics are explored, with case studies to illustrate these. There is a full bibliography at the back of the book, which covers diverse topics, from visualisation to semantics.

Fundamentals of Graphic Language Practice Book

Author: Sibbet D (1993)

Published by: Sibbet & Associates, San Francisco

Available from: The Grove Consultants International

ISBN 1 879502 00 3

Price: \$45

This Practice Book is easy to use and has lots of space to practice. This book is highly recommended for the novice graphic guide and is not intimidating for the non-artist. A very practical book. The layout is excellent with good practical tips, moving through different stages of graphic language page by page. Chapters include basic strokes and lettering, shapes and improvisations. Readers are enabled to teach themselves, as its style is accessible, informative and fun to use.

Resources on different planning styles

PATH

PATH: A Workbook for Planning Positive Possible Futures

Author: O'Brien J Pearpoint J, & Forest M (1993) (2nd Edition)

Published by: Inclusion Press

Available from: Inclusion Distribution

Price: £7.50

The workbook is written in the author's accessible, personal style and presentation, with stories and images to illustrate main points. This second edition adds a new beginning section to the workbook, 'Thinking About PATH'. This addition is an insightful and powerful reflection on PATH. As the title suggests, this booklet works comprehensively through the PATH process. It covers the roles of facilitators, using graphic recording and has very helpful sample instructions for each step. It is grounded firmly throughout in the values of inclusion. The workbook is very practical, offering a 'what, how and why' to the process of helping people to develop a very clear dream of their future, note the tension between this and their present reality and then plan positive and possible steps which move towards the future they have described. This fine book is essential for anyone who helps anyone else to plan using PATH. However, reading this book (even cover to cover!) does not mean that you can go straight out and 'do' PATH. Consider this book, together with training and the PATH videos, as an excellent introduction to PATH.

All My Life's a Circle. Using the Tools: Circles, MAPS and PATHS

Author: Falvey MA, Forest M, Pearpoint J & Rosenberg RL (1997) (2nd Edition)

Published by: Inclusion Press

Available From: Inclusion Distribution

Price: £7.00

A comprehensive introduction to using the tools of Circles, MAPs and PATH. Circles are not a person centred planning tool, though can often be a helpful way of learning more about a person's relationships and support circle prior to planning. The book introduces MAPs and PATH, highlighting their strengths and uses in a way that is accessible to people new to them. The authors help the reader to understand the tools by 'walking through them', describing the process and emphasising main points and considerations for facilitators. For each of the tools, a person's experience of them is shared, which means that the practical application of MAP and PATH can be more easily understood. This is not a 'how to do' book of MAPs and PATH, though it would be a good starting point for people who want to know more about Circles, MAPs and PATH.

Also included in the second edition of this book is a narration of Shafik's MAP (transcribed from Shafik's MAP Training Video, reviewed later) which offers a great example of a MAP in action. This book is interspersed with powerful stories and articles, which illustrate the philosophy and practice of using Circles, MAPs and PATH, with useful reference lists and suggestions for further reading and resources.

Together We're Better, MAPS and PATH (51 minutes)

Produced by: Comforty Media Concepts and Inclusion Press (1992)

Available from: Inclusion Distribution

Price: £70.00 (set of three videos)

This video contains footage of the MAPs and PATH process in action, presented and facilitated by Marsha Forest, Jack Pearpoint and Judith Snow. Unfortunately, the film and sound are of poor quality in some points in the video. Split into sections, the video introduces first MAPs and then PATH in action, affording an insight into the management of group dynamics. However, Shafik's MAP, the PATH training video and the PATH in Action; Working with Groups provides a more up to date and comprehensive understanding of these creative processes.

PATH Demo (58 minutes)

Produced by: Inclusion Press (1993)

Available from: Inclusion Distribution

Price: £28.00

A demonstration of a PATH facilitated by Marsha Forest and Jack Pearpoint. In this video, the facilitators are working with a group of people to plan using the eight step process. This video is useful when considered with the PATH Workbook and/or the PATH in Action, Working with Groups video. Watching this video is not a definitive guide to PATH and it is strongly suggested that people consider this video alongside the PATH workbook and PATH training.

PATH Training Video. Introductory PATH Training (34 minutes)

Produced by: Video Journal and Inclusion Press (1994)

Available from: Inclusion Distribution

Price: £36.00

This is a very good video for people who want to know more about PATH for individuals. The video comprises of 'edited highlights' from a PATH with an individual, his family, friends and personal support workers. The man who is the focus of the PATH uses a communication aid (a picture board) to supplement his spoken communication. This PATH illustrates that people who do not use speech to communicate can also lead and participate in PATH with the help of their circle of support.

The video is split into clear segments, with commentaries and clear explanations from Jack Pearpoint and Marsha Forest, the PATH facilitators in the video. In the commentaries, the facilitators talk through why questions are asked or done in a

specific way, and why the order of PATH is important. For example, it considers the importance of beginning PATH by thinking firmly into the future, rather than beginning where the group is in the present. The way that the video is split into sections of PATH means that, as the title suggests, it is a useful video for training purposes. It is recommended that this video be used in conjunction with the PATH workbook.

PATH in Action, Working with Groups (1 hour 5 minutes)

Produced By: Parashoot Production and Inclusion Press Videos Ontario (1998)

Available from: Inclusion Distribution.

Price: £35.00

This dynamic, well-paced and polished video is an excellent guide to PATH when working with groups. The video was produced from two PATH workshops in a Canadian High School, facilitated by Marsha Forest and Jack Pearpoint. The groups of students and senior administrators worked to create a vision and action plan for a better, creative education system. Each step of the process is explained clearly with visual aids, followed by footage from the PATHs, which illustrates each stage well. The information provided on establishing ground rules is particularly helpful and is transferable to any 'planning get together'. The introduction and warm-ups effectively demonstrate that PATH is not 'more of the same' ('or MOTS') for organisations and groups working together. The video makes clear the distinct yet mutually supportive roles of process and graphic facilitators. The video deals with some of the more difficult facilitator issues in PATH and therefore experienced PATH facilitators will find this useful. The content and context of the video mean that it will be useful for training purposes and for individuals and groups who want to learn more about PATH.

MAPS

Miller's MAP (42 minutes)

Produced by: Expectations Unlimited and Inclusion Press Ontario (1992)

Available form: Inclusion Distribution

Price: £28 00

This is a moving record. Using the MAPs process, Miller's story, dreams, nightmare and talents are unfolded and shared by her friends, family and supporters before they develop an action plan for the future. This is a video about MAPs, and a story of a child and her family's journey from segregation towards inclusion in her local school. The MAP is co-facilitated by Jack Pearpoint and Marsha Forest for Miller, her parents, school friends and paid professionals. This video is helpful for families and individuals that would like to learn about the essence of a MAP in action. However, the new MAPs training video (Shafik's MAP) is more comprehensive guide to MAPs.

New MAPS Training Video: Shafik’s MAP plus ‘Dreaming’ with Judith Snow (45 minutes)

Produced by: Inclusion Press
Available from: Inclusion Distribution
Price: £35.00

This MAP video has been professionally produced and is of high quality. The MAP is co-facilitated by John O’Brien and David Hasbury for Shafik Asante, a human rights activist and the four people invited to share his MAP. Shafik shares his life honestly and openly, and makes this a very powerful and moving MAP. The video uses sections from Shafik’s MAP to demonstrate the principles of the MAPs process. Jack Pearpoint and Marsha Forest explain the MAPs process, providing guidance for facilitators at each phase. They note very clearly the important elements of MAPs and emphasise the value of working together and interdependency. This training video will support facilitators to use MAPs in a number of settings. A transcript of this MAP is provided in the book, ‘All My Life’s a Circle’. If you want to buy only one MAP video, get this one.

The second section of the video is an exploration of ‘Dreaming’ with Judith Snow. Judith talks about the connections between MAPs and dreaming and shares her personal story of dreaming. She offers a unique and powerful insight into the nature of dreams and their significance for people and their circle of support.

See also (reviewed in the ‘PATH’ section)

Together We’re Better, MAPS and PATH (51 minutes)

Produced by: Comforty Media Concepts and Inclusion Press (1992)
Available from: Inclusion Distribution

All My Life’s a Circle. Using the Tools: Circles, MAPS and PATHS

Author: Falvey MA, Forest M, Pearpoint J & Rosenberg RL (1997) (2nd Edition)
Published by: Inclusion Press
Available from: Inclusion Distribution

Personal Futures Planning

Making Futures Happen: A Manual for facilitators of Personal Futures Planning

Author: Beth Mount (1990)
Published by: Governor’s Council on Developmental Disabilities, St. Paul, Minnesota, USA
Available from: Governor’s Council on Developmental Disabilities, St. Paul, Minnesota, USA

The first manual on Personal Futures Planning is presented in a glossy format, in a ring binder with lots of photos and graphics. It provides a good description of the Personal Futures Planning process but has largely been superseded by the more recent and more detailed Personal Futures Planning: Finding Directions for change Using Personal Futures Planning.

It's never too early, its never too late: A booklet about Personal Futures Planning

Author: Beth Mount and Kay Zwernik (1988)

Published by: Minnesota Governors Planning Council on Developmental Disabilities

Available from: Data Centre, Metropolitan Council (video tape version also available)

Another glossy, colourful pack with lots of photos and graphics, introducing Personal Futures Planning. It is written in the States, so therefore refers to the Individual Habilitation Planning Process, and the planning requirements in Minnesota, however the issues are similar to those of Individual Programme Planning.

It is written as an introductory guide for family members and advocates. This is not a 'how to' booklet but a clear introduction to this new way of thinking and planning. It describes how this requires that our assumptions about people need to change. The book provides examples of a personal profile and contrasts capacity and deficiency descriptions of people.

Some new information not found in other booklets is provided, for example 5 ways to form a circle of support and the 7 qualities of successful person centred teams.

It is interesting looking at how the planning regulations in Minnesota's co-exist with person centred planning. This is a good introduction to families, and the format may useful to replicate if you are producing information for families on planning processes.

Personal Futures Planning: Finding Directions for Change Using Personal Futures Planning

Author: Beth Mount (1992)

Published by: Graphic Futures, New York

Available from: Graphic Futures, New York

The best 'how to do' Personal Futures Planning book.

It begins with the values and philosophy of person centred development, returning to the accomplishments as a starting point. This illustrates the changes required in the way we describe people, think about and plan for the future, make decisions, believe about communities and services.

Beth presents the tasks and tools of Personal Futures Planning, for example relationship map, places map, and background map as part of the personal profile.

There is lots of ideas and practical advice. This is the clearest description of the 'tools' or 'maps' of Personal Futures Planning with helpful facilitation tips, even down to suggestions of which coloured pens to use!

There are many helpful summaries that contrast system centred and person centred work. This is essential reading for anyone wanting to use Personal Futures Planning and provides practical advice for anyone facilitating person centred planning.

See also (reviewed in the 'Resources for self advocates' section).

Capacity Works: Finding windows for change using Personal Futures Planning

Author: Beth Mount (1995)

Published by: Communitas

Available from: Circles Network

Essential Lifestyle Planning

Supporting People with Severe Reputations in the Community (1992)

Author: Michael Smull and Susan Burke-Harrison

Published by: National Association of State Directors of Developmental Disabilities Services Inc, Virginia

Available from: National Development Team

This was the original description of Essential lifestyle Planning, used in the context of supporting people described as having challenging behaviour in the community. Although only written in the early nineties, Essential Lifestyle Planning has developed so much that the examples of plans given would be considered poor plans by today standards. Useful only if you are interested in tracing the history of ELP.

The current text on Essential Lifestyle Planning is available through the facilitators training and is currently being developed into a book. A 10 page summary with examples of plans is available from the NWTDT.

A shorter summary and example of a plan is found in 'People, Plans and Possibilities', reviewed in the 'Person Centred Planning in general' section.

The NWTDT is also producing a publication on the progress and lessons learned from implementing Essential Lifestyle Planning in Oldham. This will be available from the team in October 1999.

Individual Service Design

A summary of Individual Service Design and example of a plan is found in 'People, Plans and Possibilities', reviewed in the 'Person Centred Planning in general' section.

Other associated resources

The Inclusion Papers: Strategies to Make Inclusion Work. A Collection of Articles from the Centre for Integrated Education and Community Inclusion

Author: Pearpoint J, Forest M & Snow J (1992)

Published by: Inclusion Press

Available from: Inclusion Distribution

Price: £8.50

A varied assortment of stories, articles, poetry, reflections and graphic records and overheads, connecting inclusive education, integration and community. This is an inspiring and energising book that makes clear the principles and values of inclusion, equality and acceptance. This is not a book about person centred planning, though it does provide practical introductions to Circles of Friends and MAPs. There is also a valuable section, Dreaming, Speaking and Creating by Judith Snow, an introduction to the importance of listening and dreaming.

Together we are better (1992)

Produced by: Comforty Media Concepts and Inclusion Press

Available from: Inclusion Distribution

Price: £70.00 (set of three videos)

This is a set of three videos presenting a series of short excerpts from an Inclusion Workshop in 1992 run by Jack Pearpoint, Marsha Forest and Judith Snow.

These tapes are a pot-pourri of re-affirming of the ideals of and some useful, practical strategies for working with groups. The self-contained segments are 10-25 minutes long are useful to use in training to stimulate discussion. They are applicable for everyone, however there is a specific focus on inclusive education.

Tape 1 - An introduction to inclusion

Jack, Marsha and Judith re-affirm the values of people working to build inclusive communities. They present simple, effective strategies for a different approach to workshops, for example through graphics, the use of colour, having music playing as people enter and the teamwork demonstrated by the three presenters.

Jack discusses the philosophy and ABC of inclusion and the two roads we can take, the road to exclusion or the road to inclusion.

Judith presents her thoughts on disabilities, differences and giftedness.

Tape 2 - Strategies

This begins with a brief introduction to a new curriculum, a Curriculum of Caring before outlining and demonstrating specific useful ideals. For example, the Quaker Meeting Circle as a way of listening to each other, a grandly titled quantitative evaluation where people give one word to summarise how they are feeling or thinking in a situation and de Bono`s ideas of 6 Hats as a way of gathering information about a problem before decision making. Finally, before a rather abrupt ending, the concept of Circles of Friends is described.

The third tape is reviewed in the PATH section.

Tape 3 - Together We're Better, MAPS and PATH (51 minutes)

Produced by: Comforty Media Concepts and Inclusion Press (1992)

Available from: Inclusion Distribution.

Training and consultancy in Person Centred Planning

The NWTDT is committed to the development of person centred planning in the North West and any of the following training courses and Action Learning Sets to support ongoing learning can be negotiated with the team. This could be either on a region-wide basis or locally as part of a District's allocated time with the team.

The following outlines the training and consultancy available at the time of writing from the organisations that we are aware of. This is offered as a general guide only, and it is suggested that readers approach the training and consultancy organisation directly to enquire about what is currently available. Addresses are provided in the next section.

1. Introduction to Person Centred Planning

One day courses can be arranged that provide an overview of what person centred planning is, how it differs from traditional planning and outline several planning styles.

This can be provided by:

NWTDT
National Development Team
Scottish Human Services
Paradigm
Circles Network

2. Introduction to styles of planning

More detailed 1-2 day training in a particular planning style can be arranged. A feature of these courses is that participant's learn the style by doing a plan on their own life.

This can be provided by:

NWTDT - (PATH, MAPs, Personal Futures Planning, Essential Lifestyle Planning, Individual Service Design).

National Development Team - (PATH, MAPs, Personal Futures Planning/Person Centred Life Planning).

Scottish Human Services - (PATH, MAPs, Essential Lifestyle Planning).

Paradigm - (PATH, MAPs, Personal Futures Planning, Essential Lifestyle Planning, Individual Service Design, Person Centred Planning for care managers).

Circles Network - (PATH, MAPs, Personal Futures Planning).

3. Facilitators training in a style of planning

This can either be undertaken after the introductory course, or in a course combining an introduction and facilitator training. The courses take from 2 days (for people who have completed introductory training) to 4 days over several months. There is an accreditation process for Essential Lifestyle Planning facilitators that is available through the NWTDT or Paradigm.

NWTDT (PATH, MAPs, Personal Futures Planning, Essential Lifestyle Planning, Individual Service Design).

National Development Team (PATH, MAPs, Personal Futures Planning/Person Centred Life Planning).

Scottish Human Services (PATH, MAPs, Essential Lifestyle Planning).

Paradigm (PATH, MAPs, Personal Futures Planning, Essential Lifestyle Planning, Individual Service Design, Person Centred Planning for care managers).

Circles Network (PATH, MAPs, Personal Futures Planning).

4. Other facilitator training

Jack Pearpoint and Marsha Forest run a 4 day 'Creative Facilitator Course' in Toronto Canada and sometimes in the UK.

Advanced facilitators training is currently provided through SHS and Paradigm.

Train the Trainers courses in Essential Lifestyle Planning can be arranged through the NWTDT and Paradigm.

Graphic facilitation is provided by the NWTDT and NDT.

5. Implementing Person Centred Planning

This is an 8 day course that combines an introduction to person centred planning and Essential Lifestyle Planning for facilitators and their managers. The facilitators then go on to complete their facilitator training and each facilitate and implement an Essential Lifestyle Plan with an individual who uses the service (a 'focus person'). The successes and challenges of implementing Essential Lifestyle Planning are presented back to the managers on Day 7, and the managers learn about implementation strategies and develop an action plan for future work. The course ends with facilitators learning about Essential Lifestyle Planning as a foundation for community connections.

The course takes place over 6 months with 8 days training and work in-between the days. Facilitators attend all 8 days and are joined by their managers for days 1

and 2 (introduction to person centred planning and Essential Lifestyle Planning) and day 7 (feedback and service action planning).

Although this programme was originally developed for Essential Lifestyle Planning, the process can also be used for other styles of planning. These courses have been run through the NWTDT and Paradigm.

6. Action Learning Sets

Action Learning Sets can be arranged to support person centred planning facilitators in the ongoing implementation of plans and problem solving. They typically involve meeting for a day every few months, where person centred planning facilitators bring a particular issue that they are struggling with and the group supports them to develop strategies for dealing with it. An external facilitator is required, who could be provided by:

NWTDT
National Development Team
Scottish Human Services
Paradigm

7. Retreats

Retreats can be arranged by the NWTDT and other agencies for groups of person centred planning facilitators, and/or implementation groups to spend a day reflecting on their work, the successes, challenges and lessons learned with an outside facilitator. It is sometimes possible for this to be arranged with John O'Brien, Michael Smull or Jack Pearpoint and Marsha Forest.

8. Training and Development for Implementation Groups

Many organisations that want to develop person centred planning form an implementation group to develop this process. The NWTDT can provide support to these groups and specific training and consultancy using the Managing Change through Innovation approach developed by Gerry Smale.

Addresses

Circles Network
Pamwell House
160 Pennywell Rd
Upper Easton
Bristol BS5 0TY
Tel 0117 939 3917

Department of Health
PO Box 410
Wetherby LS23 7LN
Fax 01937 845 381

Governor's Council on Developmental Disabilities
300 Centennial Building
658 Cedar Street
St Paul MN55155
USA

Graphic Futures
25W 81st St.
16-B New York
NY 10024
Tel 212 362 9492

The Grove Consultants International
UK Distributor: PERSONA
22 Chiswick High Rd
London W4 1TE

Inclusion Distribution
29 Heron Drive
Poynton
Stockport SK12 1QR
Tel 01625 859146
email 100411.525@compuserve.com

New Hats Inc.
148 East 5056 South
P.O. Box 57567
Salt Lake City
UT. 84157
Tel 801 268 9811

National Development Team
St Peter's Court
Manchester M1 5LW
Tel 0161 228 7055

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Whalley
Clitheroe BB7 9PE

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8 St George's Place
Brighton BN1 4GB
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24 Brancote Road
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Tel 0151 652 4484
Fax 0151 651 0183
Internet: www.paridigm-uk.demon.co.uk

People First (Manchester)
BVEC
Ross Place
Aked Close
Longsight
Manchester
Tel 0161 273 1221

Realizations Training and Resources
P.O. Box 1430 Station B
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