**FAMILY TEAM MEETING SATISFACTION SURVEY – FOR USE WITH PROFESSIONALS**

**CODEBOOK**

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| Survey  Question # | Variable  (Abbreviated) | Variable Description/Name | Coding Scheme/Values | Level of Measurement |
|  | ASM\_P | Agency sponsoring meeting | N/A | Nominal |
|  | CaseNum\_P | Case Number | N/A | Nominal |
|  | ChildID\_P | Child ID Number | N/A | Nominal |
|  | MtgFac\_P | Meeting Facilitator | N/A | Nominal |
|  | Date\_P | Date | ddmmyyyy | Nominal |
|  | AgenCon\_P | Sponsoring Agency Contact | N/A | Nominal |
|  | Role\_P | What is your role in the process of Family Finding? | 1. Parent/ Community Partner 2. Child Welfare 3. CSE 4. Parent’s Attorney 5. CASA 6. GAL 7. Other Court Personnel 8. FFC 9. Probation 10. Other Law Enforcement 11. Service Provider 12. Other | Nominal |
|  | CurPos | What is your current position? | N/A | Nominal |
|  | LongPos | How long have you served in your current position? | 1. 0 – 6 months 2. 7 months – 2 years 3. 2.5 years to 5 years 4. 5.5 years to 10 years 5. 10+ years | Ordinal |
|  | LongArea | How long have you worked in this area (Family Finding & Engagement)? | 1. 0 – 6 months 2. 7 months – 2 years 3. 2.5 years to 5 years 4. 5.5 years to 10 years 5. 10+ years | Ordinal |
|  | LongCase | How long have you been involved with the child’s/youth’s case? | 1. 0 – 6 months 2. 7 months – 2 years 3. 2.5 years to 5 years 4. 5.5 years to 10 years 5. 10+ years | Ordinal |
|  | GoalMtg | What was the goal of the meeting? | 1. Service Plan 2. Modification to Service Plan 3. Input for Service Plan 4. Placement Decision 5. Relationship Building 6. Permanency Plan 7. Modification to Permanency Plan 8. Other goal(s) | Nominal |
|  | MeetGoal | Did the meeting meet its goal(s)? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | GoalClr | Were the goal(s) of the meeting clear? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | ProcClr | If “not at all” and/or “somewhat” were selected, what things could have made the process clearer? | N/A | Nominal |
|  | MemAtt | How many family members attended this meeting? | 1. 0 2. 1 - 3 3. 4 – 6 4. 7 - 10 | Ordinal |
|  | YouthAtt | Was the child/youth at the meeting? | 1. Yes 2. No | Ordinal |
|  | NeedsDis\_P | Were the needs of the child(ren) discussed? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | SafetyDis\_P | Were the child(ren)’s safety concerns discussed? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | Express | Was the family given the opportunity to express their views? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | NewInfo\_P | Did you hear any new information that you had not previously heart at the meeting – related to FFE? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | Values\_P | Did you feel like the family’s values were respected and considered when decisions were being made? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | BevPatt\_P | Did you feel like the family’s ways of doing things (behavior patterns) were respected and considered when decisions were being made? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | MainPpl | Who do you think were the main people involved in making decisions regarding the plan? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | PeopInv\_P | Do you think the appropriate people were involved in making decisions? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | ChildSafe\_P | Do you think the plan will keep the child(ren) safe and give them good care? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | UndExp\_P | Do you understand what is expected of you in the action plan? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | PlanReal\_P | Do you feel the plan developed is realistic | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | LegTime\_P | Did this meeting help you understand that there are legal time lines that affect planning for the child(ren)’s safe, permanent living situation? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | PlanNeed\_P | Did this meeting help you in planning to meet the needs of the child(ren) in this case? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | RecMtg\_P | Would you recommend this type of meeting to others? | 1. Not at all 2. A Little 3. Somewhat 4. Yes | Ordinal |
|  | RecOff\_P | Were resources offered that fit the needs of the family (help with money, help from other agencies, bed, or other material goods, etc.?) | 1. Yes 2. No | Nominal |
|  | ResNo\_P | If no, what is needed that was not offered? | N/A | Nominal |
|  | MonComp | Were provisions made for monitoring compliance with the plan? | 1. Yes 2. No | Nominal |
|  | ChgMtg\_P | What could be changed to make for a better meeting? | N/A | Nominal |
|  | Comm\_P | Additional Comments | N/A | Nominal |