

NORTHCARE NETWORK

POLICY TITLE: Family Psychoeducation	CATEGORY: Clinical Practices	
EFFECTIVE DATE: 9/14/18	BOARD APPROVAL DATE: 11/14/18	
REVIEW DATE: 8/16/22	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OTHER REVISION(S): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
RESPONSIBLE PARTY: Clinical Practices Coordinator	CEO APPROVAL DATE: 9/6/22 Dr. Tim Kangas, CEO	

APPLIES TO

NorthCare Network Personnel
Member CMHSPs

POLICY

It is NorthCare's policy to establish a consistent and secure method for recording and sharing educational videos for Family Psychoeducation (FPE) supervision.

PURPOSE

This policy outlines requirements for Family Psychoeducation (FPE) programming and the interactions between the CMHSP, NorthCare Network, and statewide FPE Supervisor. NorthCare Network recognizes that an individual's recovery is a multi-faceted system involving biology, psychology, and sociology. Aiding families in understanding their loved one's illness results in increased support for the consumer. FPE allows the consumer and the family to work together toward recovery.

DEFINITIONS

FPE Supervisor: FPE staff require supervision for at least one year. Currently, the position of FPE supervisor is offered via the state. All FPE staff are encouraged to attend this opportunity.

REFERENCES

- FPE Certification Sustainability and Fidelity, 2018
- SAMHSA Family Psychoeducation EBP Kit
- FPE Audio/Video consent form

HISTORY

NEW POLICY: 9/14/18

REVISION DATE: 3/24/20, 11/30/21, 8/16/22

REVIEW DATE: 6/13/19, 3/24/20, 1/18/21, 11/30/21, 8/16/22

CEO APPROVAL DATE: 10/2/18, 7/2/19, 4/6/20, 2/2/2, 1/4/22, 9/6/22

BOARD APPROVAL DATE: 11/14/18

PROCEDURES

- A. The CMHSP is responsible for providing FPE to consumers who are interested in, and appear appropriate for, the service.
- B. Staff new to FPE will attend supervision sessions for 1 year. Each new CMHSP staff may audio and video record sessions for supervision per directions from the

statewide FPE Supervisor if they are interested in feedback and improving their skills. If recording, please do so as detailed below.

1. CMHSP must secure informed consent to audio and video record the session with the understanding that the video will be shared with the statewide FPE Supervisor
 - i. It is the sole responsibility of the CMHSP to obtain consent and ensure consumers are informed of who will be viewing the recording for training purposes for each session of video/audio recording.
 - ii. The consent is to be maintained by the CMHSP and available in the consumer record.
 - iii. NorthCare FPE Audio/Video Release allows for one time recording and will need to be completed for each recording session.
2. Videos must be recorded on secure agency owned and managed devices.
 - i. Each CMHSP must have a policy re: media retention and destruction and the policy must be followed.
 - ii. The video should only have the facilitator in view and should not use consumer identifying information. The voices of the group participants will be on the video.
3. All FPE team members, NorthCare Clinical Practices Coordinator, and NorthCare CIO must have annual security and privacy training.