

The First SBFC Interview with the Parents/Guardians

Note: This interview guide is worded for a mental health trainee (e.g. school counselor, school social worker, etc.).

Goal of the First Meeting:

- To make friends with the parents/guardians
- To identify a counseling goal
- To form a partnership with the parents

STEP	DESCRIPTION
1. Welcome (1 min.)	Hello My name is... I am the school mental health professional for (name agency/school) Thank you for coming...
2. Small Talk (1 min.)	Did you have any trouble parking?
3. Overview (.5 min.)	I'd like to tell you a little bit about who I am and my role as the school mental health professional. Then I'd like to talk with you about how we can work together to help (Name of Child).
4. Explain Role (5 min.)	I am a mental health professional trainee. A trainee is... <ul style="list-style-type: none">-not licensed professional yet-a student in the Masters degree program at...-under the licensed supervision of...-my professors have determined that I am now qualified...-my traineeship placement is in this school until...-my role is to work in partnership with parents to help students succeed at school-Everything we discuss is confidential except for 3 exceptions: I have to discuss how I am doing with my supervisor and supervision group; I have to report any danger to self or others; if a court order I would have to share some of my counseling notes.-Do you have any questions?
5. Explain Reason for Meeting (1 min.)	As I indicated on the phone, the reason I wanted to meet with you is because_____.

As the parents/guardians of (Name) you are experts on your child. It is therefore very important that I consult with you.

6. Introduce a Strength-Based Focus
(5 min.)

What do you see as your child's greatest strengths?
What are your wishes for your child's future?
Use Active Listening/ Validation

7. Get the Parent's/Guardian's View of the Situation
(10 min.)

How do you feel (Name) is doing in school?
How do you feel about (Name)'s teacher?
How do you feel about the school?
Use Active Listening/ Validation

8. Introduce a Counseling Goal
(5 min.)

Are there any areas in which you would like (Name) to improve at school or at home?
Would you like to see (Name):

- get along better with _____?
- do better at _____?
- get better grades?

If we work together there are some things we can do that would help (Name) to _____.
Use Active Listening/ Validation

9. Secure a Commitment
(2 min.)

Would you be willing to work with me to help (Name) do better at _____?
This would mean our meeting to discuss how things are going.
I recommend we meet 3 times and then review how things are going.
(If resistance: phone check in once a week)

10. Set Next Meeting/Contact
(1 min)

Would this time work for you next week?

11. Thank Them for Coming
(1 min.)

I just want to tell you how much I appreciate that you met with me today. (Name) is very lucky to have such caring parents/guardians as you.
I am very optimistic that together we can help (Name) do better at _____.

