DIY FACILITATOR GUIDE

TITLE: Perfect Week

SUBTITLE: Empowering Choices: Scheduling Activities and Access to Food

SUGGESTED TIME: 34 minutes

MATERIALS NEEDED: Activity packet for each team member, print one Perfect week template

for each group, pens, and cell phones

LENGTH	TITLE	ACTIVITY	WHAT YOU CAN SAY
2 min	Welcome	 Connecting your team to the purpose of today's video HOW TO DO IT: Gather your team around a screen so they can see and hear the video. Print the activity packet for each team member. 	"Welcome everyone, today we are going to be discussing HCBS Requirement #8 and a skill called the Perfect Week. In the video we will practice using the skill, and then we will have a discussion on how we can adapt and use it within our team. Although the video will be showcasing how the Perfect Week can meet Requirement #8, it can also be used to support many of the things we do.
13 min	*	Play Video	
10 min	Partner Activity	 Identify the differences (physically and emotionally) when we are present vs when we have membership. HOW TO DO IT: Pause the video at 13 min 34 seconds Divide your teams into groups of 4 or 6 people. Print one perfect week template for each table, or ask them to use the one out of their activity packet. Note: Using the QR code will give further information about Jessica. Remind your team they can use their phone for this activity. 	 "Let's see if everyone can access Jessica's community map using the QR code." Once people confirm it is on their phone. "If you click on the different icons in Jessica's Map, it should give you more details on what she likes to do and when. Feel free to use this while your creating her perfect week. "Using Jessica's story on page 6 and the information in her community map, work at your tables for the next 10 minutes to create her perfect week. After 10 minutes "Let's share what your tables came up with, who would like to go first?" Have fun with this - Enlist responses from your team, highlighting similarities and differences. Thank you everyone, lets see what the video shows us.

7 min	Play Video		
10 min	Group Discussion	Identify how your organization or team can use the perfect week. HOW TO DO IT: • After the video • Have an open discussion with you team on what they think is positive and possible when using the perfect week.	 "I would like to spend a few minutes to discuss how you think we can use the perfect week within our team." The following questions are discovery questions you can ask your team How might we use the perfect week within our team? How might we adapt the perfect week to better fit the needs of those we support? How might we get creative and have fun when discovering what a perfect week looks like for those that we support? What support do you want or need to try this with someone you support? By when can you do this?
	 • When having this conversation with your team, encourage everyone to share. Validating all ideas so people feel heard. • Capture people's ideas so you can follow through with them at another time 		
2 min	What's Next	NEXT SUGGESTED NEXT VIDEO:	More Videos Coming Soon

