CTI Smart Goals Recap & Case Presentations

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Housing Transitions
QUERI

CTI Phase Plan Form

- https://www.vactitoolkit.com/uploads/1/3/7/6/137694226/phase_plan_fillable_2022.pdf

- Tracks 1-3 SMART Goals Per Phase

- Filled out <u>at the beginning of Phases 1-3</u>

- Filled out <u>at the end of Phase 1 & 2</u>

CTI Phase Plan Form

The <u>CTI Phase Plan Form</u> is helpful for documenting and tracking SMART Goals across Phases:

- *"Reason for choosing this area:"*
  - ✓ Tie back to larger specific goal & relevance of the goal

- *"Overall goal for this area:"*
  - ✓ Break down the goal into 3-5 action steps that are achievable in the next two months

CTI SMART Goals Worksheet

- [cti_smart_goals_worksheet_editable_pdf.pdf (vactitoolkit.com)](#)

- ***Optional/ As needed CTI form***

- Tool for helping Veterans develop SMART goals <u>on their own</u>

- May also be helpful for case managers who are new to developing SMART goals or when barriers around goals arise

CTI SMART GOALS WORKSHEET

CTI Goal Focus Areas:

☐ Benefits	☐ Transportation	☐ Social/Relationships
☐ Vocational	☐ Education (self or child)	☐ Financial
☐ Basic needs	☐ Legal Concerns	☐ Health/ Healthcare
☐ Children	☐ Housing	☐ Mental health
☐ Life skills	☐ Spiritual	☐ Substance Use

Turn your goal focus area into a SMART goal:

S	Specific	What exactly will you accomplish? What are small steps you can take to achieve it?
M	Measurable	How will you know when you have reached this goal? What will be different? What will you be doing more regularly? What will you be doing less of?
A	Achievable	How can the goal be accomplished? What do you need to accomplish it?
R	Relevant	Why is this goal significant to your housing stability? To your life? How will it benefit you?
T		When will you achieve this goal? How long will it take to accomplish it?

CTI Cheat Sheet

- CTI documents are designed to structure and streamline your documentation by capturing essential information and helping you plan for what is next

- There is a lot of information, and it can seem overwhelming at first. If you are feeling this way, it is totally normal!

- The CTI Forms and Processes Cheat Sheet summarizes the core components and forms used in CTI

- It provides information about who the process/form is for and how often a process/ form is used

*cti_forms_and_processes_cheat_sheet_wave2.pdf (vactitoolkit.com)

Community Agreements (Ground Rules)- Reminder

- This is a safe space; what is said here stays here

- Be mindful and respectful of other's backgrounds, experiences, training, and knowledge of CTI

- We encourage you to contribute often while making room for others to share

- Cameras are on as much as possible

- Try not to talk over other (and be respectful when it happens, especially in a virtual space!)

Case Presentation Feedback

- We will exercise our ground rules within case presentations

- Our goal is to help one another apply CTI with Veterans in Aftercare

- "I don't know" is perfectly acceptable.

- We encourage you to keep an open mind. Growth requires change, takes time, and can be uncomfortable. The intention of the CoP is to uplift you as you grow.

- Any suggestions or recommendations are just that – they are not criticism or an indication that you are doing anything wrong. Take or leave any and/or all, as you wish.

Case Presentation Feedback

1. **Focus on observation and not assumptions and interpretations**

2. **Focus on Veteran's behavior (what they do/ their actions) and not who the individual is**

3. **Focus on things that can be changed**

4. **Provide recommendations and solutions**

Next steps

- **(Optional) Drop-in Hour: January 25th, 2023**

  11-12am AKST/ 12am-1pm PST / 1-2pm MST / 2-3pm CST / 3-4pm EST
  - Stop by if you have questions, would like to discuss a case, or have a burning desire to learn more about CTI!

- **Next CoP: February 1st, 2023**

  10-11am AKST/ 11am-12pm PST / 12-1pm MST / 1-2pm CST / 2-3pm EST
  - Guest Speaker- Carolyn Hanesworth
  - CTI core components and supervision