

## Conversation Planning Tool - RBI

**Instructions**: Transfer data from the corresponding RBI Practices Observation tool to the left column below, filling in circles for items that were present and leaving open those that were not. Review the data and determine priority strengths and opportunities to be addressed in the coaching conversation. Finally, identify and plan for the feedback and reflection to be used with the coachee.

Coachee Goal:	
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**RBI Practices Coaching Conversation Tool** Child/Family Routine Desc. **Feedback Reflective Questions Beginning** Strengths: [CASE tools Reflective Question 0 Greet family/review Matrix] purpose Ask main concerns - child and family Routines Focus on Routines 0 Ask open-ended questions initially Find out what family doing Follow up engagement 0 Follow up independence 0 Follow up social relations Ask DAP follow up 0 Avoid unnecessary ?'s 0 Get parent perspective 0 Stars next to notes 0 If no stars, next? Ask for rating 0 Ask what happens next 0 Use "time of day" Style Positive/appropriate affect 0 Good flow 0 Maintain focus 0 Use affirming behaviors 0 Use active listening Avoid advice Opportunities: Act in nonjudgemental Return easily after interruption Allow family to state own opinions, etc. **Family Issues** o Ask enough time for self or with another Ask when lie awake, what do you worry about Ask if you could change one thing **Recap/Outcome Selection** Ask to summarize stars Complete recap in 5-7 min o Ask family if anything to be added Make clear that concerns are not outcomes/goals Ask family what to work on Ask to prioritize Say what happens next