



# Family Empowerment Protocol

Role	Tasks
<b>Team Guide</b>	Guides meeting and keeps team focused on purpose Delegates/assigns all tasks Reviews 'homework' at conclusion of meeting Also a team partner
<b>Record Keeper</b>	Takes notes Develops action plan Distributes to all team partners Also a team partner
<b>Team Monitor</b>	Follows up after meeting on action plan Reminds of deadlines Holds team partners accountable for completion of tasks Also a team partner
<b>Team Partners</b>	Take on the tasks as assigned Complete tasks between meetings Support the Team Guide, Record Keeper, and Team Monitor Assist each other in overcoming barriers Professional team partners represent their field during meetings and take on tasks accordingly

