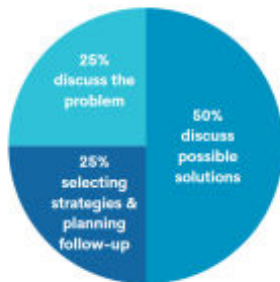


SOLUTIONS IN MOTION (SIM) MEETING GUIDELINES



- Anyone can call a Solutions in Motion (SIM) Meeting regarding what they view as a **collective disturbance**. Collective disturbance is a form of parallel process when a problem in one area of the organization is impacting other parts or other levels of the organization. *(Example – while working on a team project, one staff member begins to feel as if he/she is the only one staying on task. Rather than utilizing open communication and addressing social responsibility, this frustration is expressed during interactions with team members throughout the division. This impacts the safety and productivity of all staff.)*
- For conflict resolutions between staff members or meetings involving parents/families or agencies, please notify our supervisor via the attached request form listing those you would like present for the meeting. A supervisor or Sanctuary Coordinator must be present for SIM Meetings amongst staff.
- Share your written plan for follow-up with all relevant parties. Follow-up within two weeks.
- For conflict resolutions between two residents interpersonally, use the conflict resolution form instead.
- For child-staff, child-child meeting, therapists or another staff may mediate the meeting and fill out the "SIM Meeting" form. It must be:
 - Processed in treatment team and
 - A copy of the form returned to the Sanctuary Coordinator's mailbox

