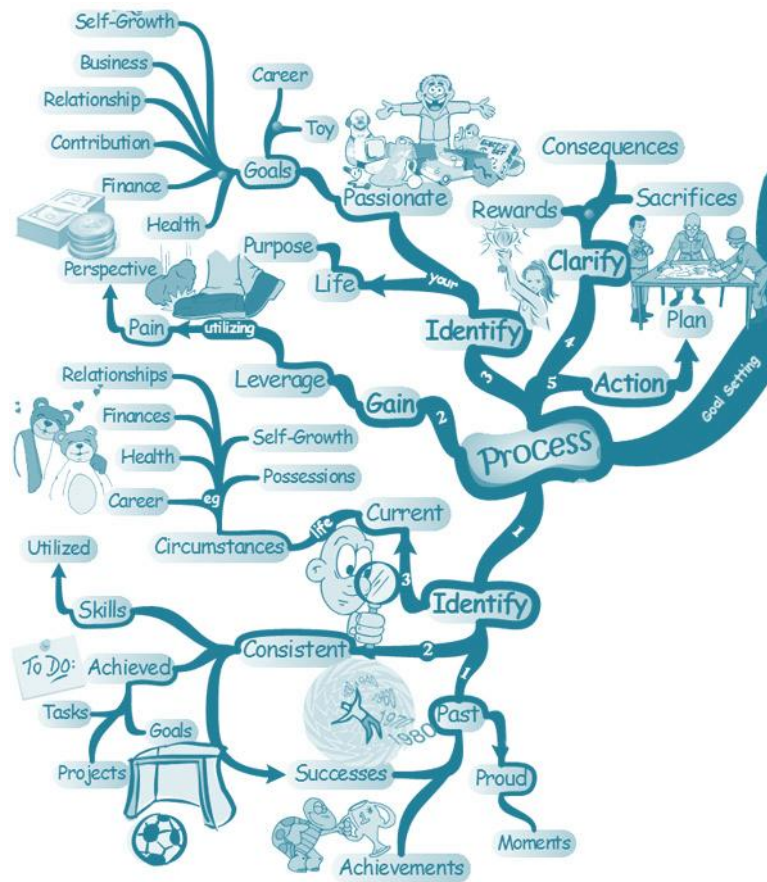


A GUIDE TO COMPLETING YOUR GOAL PLAN



St. Vincent's Mental Health Service

The Strengths Goal Plan was developed by Rapp & Goscha (2006) and is part of the tools we use to help you to on your recovery journey.

The Goal Plan follows on from your Strengths Assessment. You will have identified some hopes, dreams and wishes in the future section. Also you may have listed some of these wishes that are a priority for you.

This particular Goal Plan (also known as a Personal Plan) is a tool to help you build on the strengths you have identified.

It will help you to find some direction in your recovery journey. It will assist you in exploring and understanding what motivates you. You can learn more about where you want to be; how you will get there and who and what you need to do it!

You will feel a sense of hope and achievement each time you take a step towards realising your dreams.

This is about your goals and not someone else's!

Why develop a Goal Plan?

You can see the rewards for your hard work!

It will help you and your Case Manager stay organised and focused

It is a commitment between you and your Case Manager to work with your agenda and your priorities



It provides the opportunity for you to experience success and manage challenges and set-backs

It will help you turn your vision of the future into reality

Writing your goals down gives them more purpose and reinforce what you want to achieve

What is a goal?

A **goal** is a desired result a person looks for, plans and commits to achieve. It is a personal or desired end-point where there is some sort of personal development.

Many people try to reach goals within a defined time limit by setting deadlines. By knowing precisely what you want to achieve, you know where you have to concentrate your efforts.

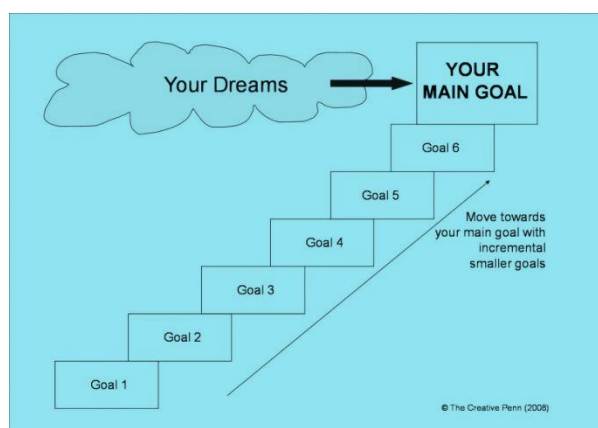
You can then organise your time, tasks and resources!



It is useful to explore and break down your goals so that you can find out exactly what it is you want. Your goals may change from time to time, or along the way, you might decide it's not what you want after all!

Long term goal

This is your passion statement about what you want. This can be a hope, dream or desire and be something in the near or distant future. You can have one or more and these are taken from the work you have done in your Strengths Assessment. You will have thought about these in the future section in each domain.



For example, in the leisure and recreation domain, you have said you 'travel overseas to see family members I haven't seen for a long time'. This is a **long term goal**. You may feel that some goals are easily within your reach, some not so easy. You may not realise that you actually had any goals!

Sometimes there will be goals that your Case Manager believes pose a risk to you and/or others. It is still your goal, but the risks and consequences will be explored with you.

It is then important to think about the steps you need to take to achieve your dream.

Short term goals

These are the goals that you can work on by setting tasks to achieve your long term goals! Your short term goals are ones that you are likely to succeed with.



They should be things that you know what you need, who can help you with it, what resources you will use. It is important that you choose small goals that are not too far in to the future. Also look at how you will know you have reached your goal. You can set yourself tasks that you can tick off as being done! That way you know you are moving forward and getting nearer to what you set out to do! There may be tasks that you want others to help you with or give them a job to do for you!

Working on your Goal Plan

Your Case Manager will help you to work on your Goal Plan. You may not want to describe what you want and need in the way the Goal Plan is set out. You can just talk about your goals or however you wish to name what you want, in your own words and your own language. You can also write down your goals in a different way (e.g. a diary; notebook) or use images if that is what you prefer. Whatever works for you!

Your Case Manager is required to document your goals, tasks, how they will be measured and the dates you hope to meet your goals. They will use the Strengths Goal Planning template and use this to help direct you on your journey.

You may discover more about what your goals are and what they mean to you by having a chat with your Case Manager or in general conversations. Your Case Manager might mention to you something that you have said in passing that could be important for you. Your Case Manager may write some of these things down and talk about them with you when they feel the time is right.

Breaking goals down in to bite size chunks

You and your Case Manager will develop lots of goal plans over the time that you are working together. Here is an example how you could work on the long term goal that was mentioned earlier in this booklet using the Goal Plan.

1. Long term goal

Travel overseas to see family members I haven't seen for a long time

2. Short term goals/steps

Make contact with family members to see when it's a good time to visit
Set dates for the trip
Have enough money for the flights
Save \$xxxx for the trip

3. What next?

You would then think about which goals/steps you want to work on first or do you want to work on all of them at the same time? As you work on one step, others will naturally arise.



4. Tasks

There will be one or two or quite a few tasks within each step/short term goal. Let's break down one of the steps with who's going to do what and when:

Make contact with family members to see when it's a good time to visit

Task A	Decide which family member am going to make contact with	Me and Case Manager	By Thurs of this week (date)	Completed (date)	Was Fri as changed my time to meet with my Case Manager. Decided to call John, my cousin
Task B	Get John's phone number or email address from my sister	Me	By Sunday of this week (date)	Completed (date)	My sister had his number so there was no problem there
Task C	Call John	Me	Weds of next week	Completed (date)	I did call on Weds but no answer. Was anxious then but called again the next day
Task D	Talk about the call and the outcome with my Case Manager	Me and Case Manager	2 weeks on Friday (date)		

You may plan a few tasks and then add more as you go. You sometimes won't know what the next task is until you have done the ones before!

Reviewing your goals

Your Case Manager should review your goals with you each time you meet. They will talk with you about what you have been able to do and celebrate the success you have had.

This is also a time for you to see if there are reasons why maybe you are not meeting the targets and completing the tasks you have set yourself. It may be that:



? the goal is too big

? too many goals

? not challenging enough or too challenging

? no rewards

? need different skills

? lack of resources

? others not cooperating

By reviewing your goals steps and tasks, you will learn about what is working and what's not. You will have the opportunity to alter your goal steps, tasks and timelines. This way you will understand more about what you want and where you are going.

Your Case Manager will keep a copy of your Goal Plans in your file. It is useful if you share what your goals are with important people in your life.

As with your Strengths Assessment, your Goal Plans will be available to the other members of your treating team. If there are sensitive issues or anything you don't wish the whole team to see, you should discuss this with your Case Manager and this will not go in your Goal Plan.

The Goal Plan looks like this:



The Goal Plan

Name: _____

Long-term Goal (what I want/my future vision)				
DREAMS/DESIRES/ASPIRATIONS/WANTS/ACHEIVEMENTS/SUCSESSES				
Short-term Goals/Steps Toward Achievement	Whose task?	By when?	Date achieved	Comment

Long-term Goal (what I want/my future vision)				
Short-term Goals/Steps Toward Achievement	Whose task?	By when?	Date achieved	Comment
Start date: _____ Consumer signature: _____ Name: _____ Case Manager: Signature: _____ Name: _____ Designation: _____				
Review date: _____ Consumer signature: _____ Name: _____ Case Manager: Signature: _____ Name: _____ Designation: _____				
Review date: _____ Consumer signature: _____ Name: _____ Case Manager: Signature: _____ Name: _____ Designation: _____				