



Planning for the Implementation of the *Transition to Independence Process (TIP) Model*

A Regional Cross-Site approach provides a means for conducting training, technical assistance, and implementation to a collaborative of agencies in a given geographic area

Version: January 1, 2013

TIP Model

The *TIP model* was developed for working with youth and young adults (14-29 years old) with emotional/behavioral difficulties (EBD) to: a) engage them in their own futures planning process; b) provide them with developmentally-appropriate, non-stigmatizing, culturally-competent, and appealing services and supports; and c) involve them and their families and other informal key players in a process that prepares and facilitates them in their movement toward greater self-sufficiency and successful achievement of their goals related to relevant transition domains (i.e., employment/career, educational opportunities, living situation, personal effectiveness/wellbeing, and community-life functioning). The TIP model is operationalized through seven guidelines and their associated practices that drive the work with young people and provide the framework for the program and community system to support these functions. The TIP model is an evidence-supported practice based on six published studies that demonstrate improvement in real-life outcomes for youth and young adults with EBD.

NNYT Mission Statement

The mission of the **National Network on Youth Transition for Behavioral Health (NNYT)** is to improve the progress and outcomes of youth and young adults (14-29 years of age) with emotional/behavioral difficulties (EBD) and the responsiveness of transition systems to their families.

Operationally NNYT serves the following major functions:

- Implementation of the **Transition to Independence Process (TIP) model**, which is an **evidence-supported practice** for youth and young adults with EBD.
 - Under the guidance of NNYT leadership, the Stars Behavioral Health Group (SBHG) **Stars Training Academy** serves as the official **NNYT Purveyor** to assist agencies and communities in the implementation of the TIP model for improving the outcomes of youth and young adults.
- The **NNYT Certification Board** oversees the certification of NNYT TIP Model Consultants, TIP Model Sites, and NNYT TIP Model Site-Based Trainers.
- NNYT Certified TIP Model Consultants are also assisting communities, states, and national/federal entities regarding **policy and system reforms** that enable agencies and community collaboratives to implement effective transition programs.



Transition to Independence Process (TIP) Model

Lighting the Way to Independence for Youth and Young Adults

TIP Model Implementation and Sustainability

The NNYT Certified TIP Model Consultant(s) will focus on assisting your community/regional site on the implementation and sustainability of the TIP model for improving the progress and outcomes of youth and young adults. The implementation will be accomplished through strategies such as: a) site assessment; b) on-site visits for competency-based training, including TIP Cross-Site Forums; and c) various teleconference sessions for site visit planning, Theme Sessions for the provision of technical assistance on targeted topics, and conducting/monitoring TIP Solutions Review sessions with site personnel for ongoing competency enhancement.

The NNYT Team for your site focuses on tailoring training and technical assistance to the needs of your agency/collaborative/community site. Through ongoing planning discussions with site leadership as well as other mechanisms for gathering information on the changing needs of the organization over time (e.g., TIP Solutions Review monitoring, field-based observation, fidelity quality improvement assessments) the team can attempt to best serve the needs and priorities of your collaborative site.

The NNYT Team also attends to building site capacity to ensure the sustainability of the TIP model and its impact. Some of the approaches that are used to accomplish sustainability are by: maintaining TIP Solutions Review sessions; establishing Site-Based Trainers; encouraging the site to hire Youth/Young Adult Associates; enabling the site to conduct periodic TIP Model Fidelity QI Practice/Organizational Probes; and assisting the site in tailoring its evaluation process to reflect the relevant indicators of progress for these youth and young adults.

Sample Work Plan for TIP Model Implementation & Sustainability

This Work Plan provides an overview of proposed NNYT consultation services across a two-year plan for implementation and sustainability of the TIP model at a community or regional site.

- Please understand, this is a “sample” plan and is to be tailored to your site to best ensure successful implementation and sustainability of the TIP model.
 - The typical focus of the NNYT competency-based consultancy services for each of the two years is outlined below.
- **Year 1:**
- Primary focus on planning for and implementation of the TIP model or adaptation of it to best match the needs of the community site. Assistance will be provided to

ensure that the voice of young people and families are fully integrated into the planning process. Also assistance on the use of data systems for guiding transition system implementation and continuing system improvement will be provided.

- Typically three or four on-site training and technical assistance visits will occur over the year, each typically 2 to 5 days depending on the site configuration and the agenda. The first two visits generally focus on intensive training in TIP Model Cross-Site Forums and are a minimum of three-day on-site visits.
- The first site visit will include a half-day TIP Model Orientation Workshop to acquaint all stakeholders to this practice. Intensive training on the TIP model principles and practices (e.g., Strength Discover & Needs Assessment, Rationales, Futures Planning, In-vivo Teaching, Social Problem Solving) for the personnel who will be implementing the model directly (Transition Facilitators, YA Associates, & supervisors/program managers). The first visit will typically involve two or three NNYT Consultants and the other two site visits involving one or two Consultants depending on the number of participants in the intensive training initiative.
- The second and third site visits will assess and support the previously trained competencies and provide intensive training on additional TIP model practices: Prevention Planning for High Risk Behaviors & Situations, Mediation with Youth People & Other Key Players. These visits will also initiate the selection and preparation of candidates to serve as possible Site-Based Trainers.
- On each visit, strategic attention will be given to preparing and guiding the Site Transition Program Managers and Supervisors to be able to support and facilitate the implementation of the TIP model through methods such as: a) TIP Solutions Review process for continuing enhancement of all personnel's skills; b) field-based and office-based supervision and coaching; and c) utilizing fidelity and progress tracking data to guide the implementation and assist in managing the program and its personnel to improve the outcomes of the young people.
- In order to tailor each visit to the needs of the site, planning calls and emails will occur prior to the visit – along with the provision of electronic version of the materials that will be relevant to the site visit. (e.g., Workshop Participant Manuals, other handouts).
- Up to 4 Teleconference Technical Assistance Sessions associated with each site visit. These sessions will be designed between the designated site Liaison and the primary NNYT Consultant for this site – and may include such topics and approaches as: a) monitoring of TIP Solutions Review sessions to ensure that these are being conducted effectively; b) general technical assistance and planning around a particular set of issues that the site is interested in or having difficulty with at the practice, program, system, or policy levels; and/or c) Theme Teleconference Sessions on topics such as: youth and young leadership, supported employment, supported education, career development, documentation to maximize Medicaid and other funding, prevention planning for high risk behaviors and situations, family involvement, community resource mapping, preparation for a fidelity assessment, or site-relevant evaluation strategies.

➤ **Year 2:**

- During this year, the primary focus will be on the implementation of the complete, integrated TIP model; utilization of continuing system improvement; and on “Building a Community of Practice” to support and sustain the practice.
- Efforts will also be continued to ensure sustainability the TIP model for the young people by: a) ensuring that supervisory personnel are using effective assessment and coaching of their Transition Facilitators; b) certifying Site-Based Trainers; c) utilizing young person data for tracking and guiding their progress and outcomes; d) maintaining the TIP Solutions Review process for continuing competency enhancement of personnel; e) having site quality assurance personnel using the Fidelity QI Practice/Organizational Probes for continuing quality improvement; and f) expanding the system to include additional community partners to enhance the community/regional transition service system.
- Consultative services will typically be conducted on-site over three training and technical assistance visits – typically involving one or two Consultants each. On each of these visits, the Consultant(s) may be conducting a TIP Model Cross-Site Forum where all of the relevant transition personnel come together for a day or two for: further advanced training; sharing their progress with implementation; and advancing a TIP Model Community of Practice. During the remaining days on a site visit, the Consultant(s) may be visiting specific agencies, conducting field-supervision, mentoring Site-Based Trainers, monitoring TIP Solutions Review sessions, assisting Supervisors / Program Managers in improving their coaching methods, conducting strategic action planning with the site, working with site Quality Assurance personnel on fidelity or outcome evaluation issues, or collaborating with site leadership on barrier-busting or other problem solving efforts.
- Up to 4 Teleconference Technical Assistance Sessions will be associated with each site visit. (Refer to Year 1 for more detail regarding the options under this activity).
- If the site or particular agencies are seeking Site Certification, they can arrange for a TIP Model Fidelity Assessment to be conducted in Year 3.

NNYT and SBHG Leadership

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TIP Model Website

www.TIPstars.org

FILE: Consult NNYT SBHG Work Plan SAMPLE for TIP Implementation