



Program Review and Development Service - Request Form

This form is to be completed by the primary child life program contact or individual seeking ACLP services. This information will be used to guide discussion and determine, with you, what type of consultation service best matches your needs and resources. (See PRDS “menu”)

Name _____ Date _____

Institution/Agency _____

Address _____

Contact telephone _____ Email _____

Time frame considering for the program review: _____

Please describe the primary reason for seeking ACLP Program Review & Development Service consultation:

Please check the type of service(s) you are interested in:

- Comprehensive review of an established child life program
- New child life program development (currently have no existing child life program)
- Child life staff education (see attached menu for topics or suggest others)

- Child Life team development (e.g., facilitated half-day or full-day retreat)

- Other _____

Association of Child Life Professionals Program Review and Development Service “Menu”

<u>Comprehensive Program Review</u>	<u>A la Carte Services</u>
<p>(based on Program Review Guidelines publication, 2003)</p> <ul style="list-style-type: none"> ○ Policies and Procedures ○ Program Leadership ○ Funding and Budgeting ○ Staffing and Scope of Svc ○ Staff Development and Clinical Supervision ○ Child Life Programming ○ Interdisciplinary Collaboration and Education ○ Volunteers ○ Environment ○ Documentation and Data Collection ○ Research ○ Clinical Preparation Program <p>Note: While the review is comprehensive in nature, and based upon the entire <i>Program Review Guidelines</i> (CLC, 2003) self-assessment, goals and priorities are negotiated prior to the site visit considering hospital/program size, single versus multiple site settings, results of self-review, etc.</p>	<ul style="list-style-type: none"> ○ New Child Life Program Start-Up ○ Budget Review & Fund Development ○ Strategic Planning & Goal Setting ○ Accreditation Preparation (e.g., The Joint Commission or Accreditation Canada) ○ Staffing (FTE distribution, growth strategies, staffing models, etc.) ○ Staff Development (e.g., staff development/education planning, team development strategies, etc.) ○ Clinical Supervision ○ Clinical Competencies ○ Clinical Advancement (“Ladder”) ○ Therapeutic Play Programming ○ Special Events/Therapeutic Entertainment/CCTV Programming ○ Creative Arts Programming/Creative Arts Therapy Services ○ Clinical Preparation Program (Practicum and/or Internship) ○ Integration of CL Services & Interdisciplinary Relations ○ Volunteer Services Collaboration ○ Environmental Design & Space Utilization (child/family friendly design elements, art, etc.) ○ Child Life Services in specific clinical areas (e.g., Emergency Dept, PICU, NICU, etc.) ○ Child Life Services in Palliative Care and/or Home Care <p><u>CL Staff Development/Education (PDUs)</u></p> <ul style="list-style-type: none"> ○ Competency Development Topics <ul style="list-style-type: none"> ● Play and Healthcare Play ● Preparation Skills ● Child Life Assessment and Care Planning ● Comfort Measures (e.g., comfort positioning for procedures, procedural support, etc.) ○ Family-Centered Care in CL Practice <p><u>Child Life Team Development</u></p> <ul style="list-style-type: none"> ○ Facilitated half-day or full-day staff “retreat” <p><u>Child Life Leader Development</u></p> <ul style="list-style-type: none"> ○ Mentorship opportunity/consultation

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Please return to the ACLP * Email: aclpprogramreview@childlife.org * Fax: 571-483-4500
 Questions? Please call 571-483-4492 or email aclpprogramreview@childlife.org