MAPPING RELATIONSHIPS | TIPS SHEET FOR NO WRONG DOORS SYSTEMS

This tips sheet provides an overview of how and why to use the Mapping Relationships tool.

Overview of Recognizing the Person within the Context of their Family:

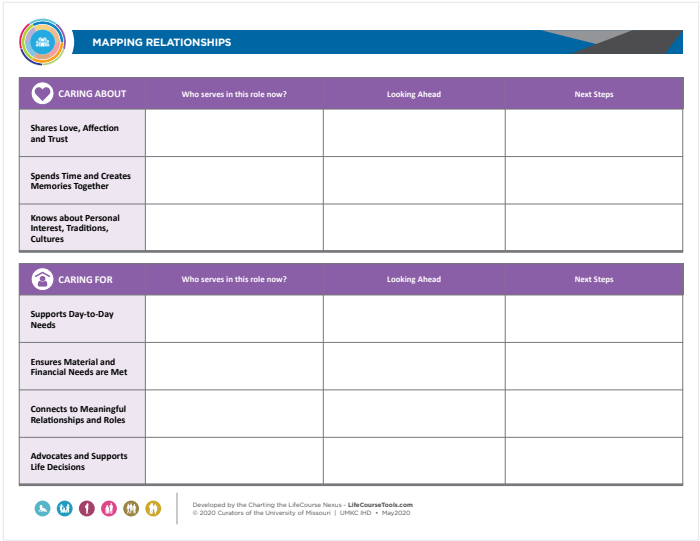
Each one of us has people in our lives that make a difference. They may be family members, friends or people that are "like family." They could live in your house with you, down the street or miles away. It could be your childhood best friend, a close cousin or maybe someone you sit next to at your favorite restaurant. Each person fulfills a different role in your life. This principle highlights the importance of understanding who these people are and the impact they have on you and that you have on them. To truly understand a person and the supports they might need, it is important to know who the people in their life are and the different roles they play.

Who Should Use it and Why?

The Mapping Relationships tool is designed to be used by anyone to help identify the important people in their life and the different ways they provide support. It can be used by a person at any age to explore or document the people in their life so others can help maintain or develop those relationships. It can be used to develop a plan on supporting a person as their needs change or the caregiver's needs change. It can be used over the phone or face-to-face with a person, their family or other support team members.

Important Things to Remember about the Mapping Relationships:

- The Mapping Relationships tool is designed to promote discussion, self-awareness, shared knowledge and facilitate planning when thinking about the people that are important to a person.
- The tool has roles organized into two major sections. The **Caring About** section explores who the person enjoys spending time with, makes them feel loved and knows them the best. The **Caring For** section highlights the people that help to make sure a person's needs are being met. Some people may be listed in both sections, while others only in one.
- Be sensitive that this tool may highlight hard relationships or areas where someone doesn't feel like they have anyone to list. Use the conversation as an opportunity to identify people that might not immediately come to mind or with whom they could deepen their relationship.
- Conversations about the future can be very difficult, particularly for family members who play the primary role in an individual's life. It can be equally challenging for someone who is getting older and may need increasing amounts of care or support.
- Completing the tool for the sake of completing the tool should never be the goal. The tool is designed to support an interactive conversation and provide a visual for organizing thoughts. It should serve as an aid for facilitating and reframing conversations.


MAPPING RELATIONSHIPS

CARING ABOUT	Who serves in this role now?	Looking Ahead	Next Steps
Shares Love, Affection and Trust			
Spends Time and Creates Memories Together			
Knows about Personal Interest, Traditions, Cultures			

CARING FOR	Who serves in this role now?	Looking Ahead	Next Steps
Supports Day-to-Day Needs			
Ensures Material and Financial Needs are Met			
Connects to Meaningful Relationships and Roles			
Advocates and Supports Life Decisions			

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How the Tool is Organized:

The tool is organized into two major sections, **Caring For** and **Caring About**. These sections are further broken down into specific roles that different people play in the focus person's life (represented in different columns in the tool). The first column is where you list people in the person's life now. The second column, titled Looking Ahead, is used for exploring the people that might serve in these roles in the future. The Next Steps column provides space to list anything that others need to know or that should be worked on for maintaining existing or developing new relationships.

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Suggested Steps for How to Use the Mapping Relationships Tool:

Decide the Purpose:
The Mapping Relationships tool can be used in many different situations. It can be used to think about the "relationship-based" supports a person has in their life. It helps them to begin planning who fulfills those roles now and who might be able to do it in the future, when others are no longer able to. It can also help a person explore the people they have in their life now and how they can deepen those relationships or begin developing new ones in different areas of their life. It is helpful to understand what you are hoping to learn before you begin mapping relationships.

Explore Each Section of the Tool:
The Mapping Relationships tool will help explore who the people are in the focus person's life now and think about other people that might fulfill roles in the future. You can use the tool by working across the rows or by thinking about a specific person. To work across each row, read the description for that particular relationship and begin listing the names of people who fulfill that role now. Then identify people that might be in that role in the future and the steps for building those relationships. Or you can start by naming a specific person and then go down the first column and list their name in each role they provide now. Move to the future column and list their name where you think they will be able to help in the future. A person who is in someone's life now might be able to do more or less in the future. Then move to the Next Steps column and list what needs to be done based on what you learned.

On-going Use of the Tool:
The Mapping Relationships tool should continuously be used to discuss situations that change in a person's life or for those that provide the support. Family members and other support team members will find it useful so they can help to build or maintain relationships. It can be used during a planning meeting or to help advocate for things that are needed. It can be used with the Integrated Supports Star to explore the Relationships Supports section.

CARING ABOUT	
Share Love, Affection, and Trust	Trusted people that you may or may not spend a lot of time with but you care about and love each other. These are people such as immediate or extended family, close friends, significant others.
Spend Time and Create Memories Together	Friends and acquaintances that you spend time with and are important to you. You have shared experiences and memories that bring you both joy and laughter.
Know About Personal Interests, Traditions, and Cultures	People you trust to explain to others what is important to you, such as what makes you happy or sad, who is important to you, and your likes and dislikes. They also know about your habits, important family culture and celebrations.

CARING FOR	
Supports Day-to-Day Needs	People that provide for or make sure your self-care needs are met. People who make sure you have support for your safety, health and quality of life, such as helping with meals, dressing, medications and daily activities. This could be parents, family caregivers or paid staff.
Ensures Material and Financial Needs are Met	People that help you manage such things as your finances, housing, healthcare, transportation or technology needs. This could be a family member or someone in a formal role.
Connects to Meaningful Relation-ships and Roles	People that help you stay connected or develop new friendships. They may help you find and participate in hobbies, recreational or spiritual activities. This could be friends, family, community members, clergy or paid staff.
Advocates and Supports Life Decisions	People that help you stay connected or develop new friendships. They may help you find and participate in hobbies, recreational or spiritual activities. This could be friends, family, community members, clergy or paid staff.

This product is created in collaboration with the Administration for Community Living (ACL) to support No Wrong Door (NWD) Systems. NWD Systems make it easier for people to learn about and use long-term services and supports (LTSS) by developing coordinated systems of access through streamlined partnerships, technology and resources. A function of a state's NWD System is Person-Centered Counseling (PCC). PCC is an interactive process in which a trained counselor supports individuals seeking LTSS (including family members or others, if they choose) to make decisions based on their needs and preferences.

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