

Appendix 5:
Example of a Weekly NAVIGATE Team Meeting Agenda

1. Action items from last meeting.
2. NAVIGATE Team Member Reports on all clients
 - A. Prescriber (medication issues and symptom management)
 - B. Family Education Clinician (Family engagement and involvement, family issues or concerns)
 - C. IRT clinician(s) (Individual engagement and involvement, difficulties processing the experiences of the psychotic episode, substance use concerns)
 - D. SEE specialist (employment/educational attainment, individual difficulties)
 - E. Director (referrals, new clients, updated business plan, administrative responsibilities)
3. Confirmation of Supervision Schedule
4. New business
5. Next meeting date and time

Appendix 6:
Example of A Weekly Schedule for NAVIGATE Team Meetings and Supervision

Mon	Tues	Wed	Thurs	Fri
9-10AM Team meeting		9-10AM Family Education supervision	11-12PM IRT Supervision	9-10AM SEE Supervision