

# Person-Centered Pre-Planning Session FAQs

At The Arc of the Lakeshore, we understand the importance of creating a plan that truly reflects the unique needs, goals, and aspirations of individuals with intellectual and developmental disabilities. Pre-planning sessions allow individuals, families, and key supporters to lay the groundwork for an effective and meaningful Individual Plan of Service (IPOS).

Whether you're a family member, caregiver, or advocate, your input and participation in this process are invaluable. These FAQs are designed to guide you through what to expect in a pre-planning session.

**Q: Who should be at the pre-planning session?**

**A:** The individual, their spokesperson (if needed), independent facilitator, and community mental health personnel.

**Q: How long is a typical pre-planning session?**

**A:** With the right people at the session, it will last about 30-45 minutes.

**Q: What will we talk about?**

**A:** The following information will be discussed and decided on at the pre-planning session.

- When will the meeting be (*dates and times preferable and comfortable for the person and those closest to him/her*)?
- Where will the meeting take place (*locations selected are comfortable for the person and those closest to him/her and not for the convenience of others*)?
- What topics will be discussed, and what topics want to be addressed by the consumer?
- What topics will not be discussed because they will make the person uncomfortable?
- Who will be invited? People should be invited who are desired or required.
- Who will take notes?
- Who will invite individuals to this process?
- Will augmentative communication/assistive technology/visual supports be available?
- How will we know if the person is uncomfortable with the discussion about the pre-plan?

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