**CONSULTATION TEAM MINUTES**

|  |  |
| --- | --- |
| Date: |       |
| Team leader (Dr. . . .): |       |
| Meeting leader (agenda, time management, dialectical agreement): |       |
| Observer (last week’s meeting leader; notes unresolved dialectics, anyone “overly fragile,” judgment/non-compassion, defensiveness, non-mindfulness, solutions before assessment, DBT-violating recommendations, team leader doing rather than teaching): |       |
| Note taker (next week’s meeting leader; take and share minutes): |       |
| Consultation members present (participate; consult by defining problem and assessing it behaviorally, suggest strategies flowing therefrom, and check whether more help needed; give feedback/coach; assist observer; validate members sharing/processing) |
|       |
| Members late: |
|       |
| Behavioral analysis of late members: |
|       |

|  |  |
| --- | --- |
| Beginning mindfulness activity: |       |
| One team agreement read: |       |
| Approval of prior minutes |  (Y/N) |       |
| Agenda collaboratively set | (Y/N) |       |
| Group updates: |
|       |

|  |
| --- |
| Priority clients with life- and freedom-interfering behaviors: |
|       |
| Clients with therapy-interfering behaviors: |
|       |
| Clients with more serious quality-of-life behaviors: |
|       |

|  |
| --- |
| Urgent therapist requests for help: |
|       |
| Out-of-town dates/requests for backup: |
|       |

|  |
| --- |
| Effective behaviors of clients and therapists: |
|       |
| Team interfering behavior: |
|       |
| Therapy-interfering behaviors of therapists (out-of-adherence; don’t know what to do next; judgmental/non-dialectical/willful stance or attitude; burnout and problems with limits; out-of-compliance paper work, notes, documentation): |
|       |

|  |
| --- |
| Topics unaddressed due to time: |
|       |
| Issues/agreements for follow-up at next meeting: |
|       |

|  |  |
| --- | --- |
| Ending mindfulness/teaching activity: |       |