



OT Workshop

Building Skills for Independence

Workbook – Session 3

**IMPORTANT: This pack is to be completed *before* the *third* workshop. This is very important as the workshop will directly relate to the activities you complete in this pack.**

Overview

**This pack is to be completed *before* the *third* online workshop session. This is very important as the online workshop will directly relate to the activities you complete in this pack.**

Please complete the below form related to your child’s goal.

Use your completed person, environment, occupation and supporting adults to help guide you.   
  
Please see below for an example of a completed form.

**Activity 2: Collaborative performance analysis (CPA)**

Please complete this form for your child’s goal that you identified. For example, if it is toileting, please tell us what is going well (such as, *able to sit on the toilet*, *knows when they have to go*, *can manage clothing*), what is difficult (such as, *not able to wipe themselves, doesn’t remember to wash hands*) and what you have tried (for example, *reminding them, putting a note on the door to wash hands*). Please see the **example** below.

**Parent’s goal:**

**Date:**

**Parent’s name:**

**Child’s name:**

**Parent’s homework:**

What might help?

**What have I tried?**

**What is difficult?**

**What is going well?**

**Please have this with you during your next session**

**Please have this with you during your next session.** © 2017. All rights reserved. Guys and St Thomas NHS Foundation Trust

**Activity 2: Collaborative performance analysis (CPA) – Example**

Patrick is a 9 year old boy going to mainstream school. Patrick still needs help with some task that kids his age can usually do by themselves. When Patrick goes to the toilet, he can manage his clothes and climb on the toilet himself. However he always needs mum or dad to help him wipe after a bowel movement and because of this, he avoids going to the toilet at school.

Mum and Dad always tell him how to wipe himself but Patrick will give up easily and insist on receiving help. Patrick no longer toilets at school due to not liking the toilet environment at school and him not wanting to stand out. Mum and Dad reports Patrick’s younger siblings have already learned to wipe themselves and they don’t understand why Patrick is unable to be taught the same way.

**Parent’s goal: For Patrick to wipe himself after using the toilet**

**Parent’s name:**

**Child’s name: Patrick**

**Date: 3/4/20**

**What might help?**

**Showing him what to do**

**Check toilet environment at school ? try separate toilet**

**Try different types of toilet paper, wipes**

**Talk to the school staff – be consistent at home and at school**

**Allow extra time for toileting**

**What have I tried?**

**Telling him what to do – teaching same way as siblings**

**What is difficult?**

**Unable to wipe after bowel movement**

**Avoiding the toilet at school**

**Gives up, expects parents to help**

**Self-conscious at school**

**What is going well?**

**Knows when he needs the toilet**

**Able to get on/off the toilet without assistance**

**Able to manage clothes without assistance**

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You have now completed all the activities in preparation for the workshop.

IMPORTANT for the workshops:

1. If you:

* Can’t make the workshop session
* Aren’t able to access the virtual link, or
* Don’t think you will be able to complete the activities in this pack before the workshop

**Please contact 0203 049 8181 or 07598 552 396 to cancel your attendance at the workshop – Please leave your name, child’s name, child’s DOB and NHS number when you call.** Someone will contact you to reschedule this appointment for a more appropriate time. Please note all staffing levels are reduced at the moment and this may result in slightly longer timeframes to return your call.

1. If you do not attend the virtual workshop and do not give prior warning, your child may be discharged from the service.
2. If you are late by 10 minutes or more, you will be asked to contact **0203 049 8181 or 07598 552 396** to re-book within 2 weeks.
3. The online workshop will likely run for 1-1.5 hours minutes so please allocate enough time to complete the workshop.
4. Online workshop rules: it can be really tricky to have everyone online and try to talk at the same time so here are a few ground rules to make it easier for everyone:
   1. Keep your microphone on mute while you are not talking – this can be done by clicking on the microphone icon.
   2. If you would like to talk, click the microphone icon to un-mute.
   3. Say your name first and then ask or discuss what you would like.
5. Please bring a copy of the completed activities to the online workshop as we will discuss these. It is ok to write or complete these activities on a separate sheet of paper if needed.
6. Your workshop session may be recorded for training and development.  The recording will only be used internally within the department for the purposes of reviewing the workshop structure and content and will not be shared with any external parties.  Please let us know if you do not wish for your session to be recorded.

We look forward to seeing you in the online workshop you booked into!

Kind regards,

**The Children’s Occupational Therapy Team**