

Interview Preparation Guide: Action Plan

✓ Consider the following:

- In what phase the case is (beginning, middle, or end/transition)
- The purpose of the interview
- The outcome the worker hopes will result from the interview
- Who the worker expects to be present
- Location
- Workers feelings about conducting the interview (Tuning into Self)
- Workers thoughts about how the client might feel (Tuning into Others)
- Any safety considerations (Tuning into the Environment)
- Explanation of how the worker plans to use the models and skills presented in the workshop in the interview session with the client.