

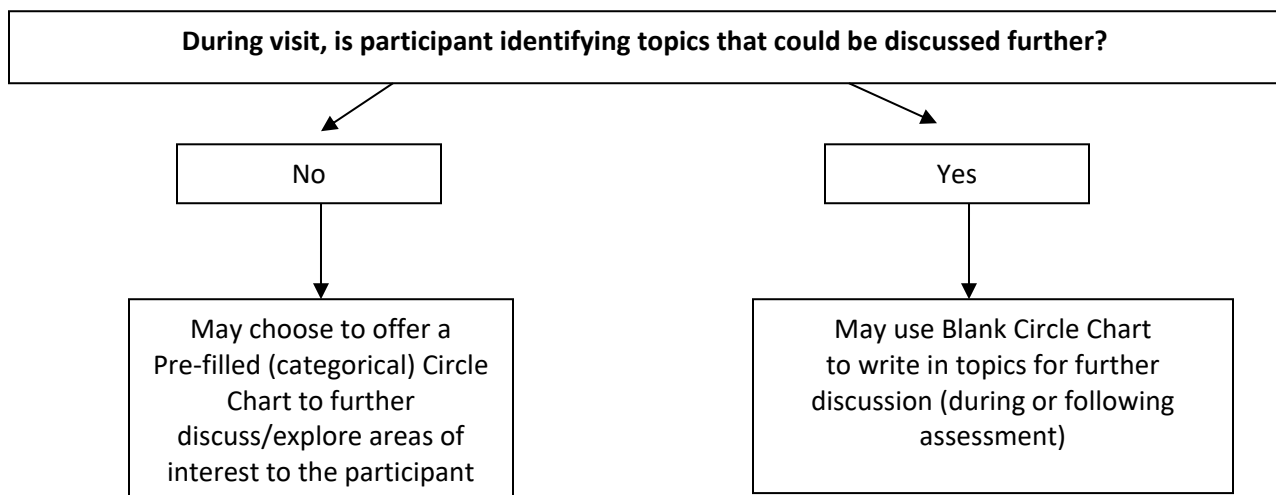
Circle Charts – Self Study Module

Circle charts are a desktop tool using a participant-centered approach in facilitating behavior change. Common in Motivational Interviewing, circle charts are one option to assist the participant and CPA to visualize common health-related topics that are pertinent to that participant. This in turn, provides direction to the CPA and guides the conversation based on a topic chosen by the participant. There are two different versions of circle charts that may be used, pre-filled or blank.

PRE-FILLED Circle Charts (IDHS # 4282-4285)	BLANK Circle Charts (blank circles or scratch paper)
<ul style="list-style-type: none"> • Category specific and includes key messages. 	<ul style="list-style-type: none"> • Non-category Specific
<ul style="list-style-type: none"> • CPA will briefly review/describe what each circle represents for participant to understand. The circles represent common health related topics. Each topic includes a heading and a picture. 	<ul style="list-style-type: none"> • CPA uses the blank circles to write-in topics based upon the concerns or areas of interest identified throughout the assessment by both the participant and the CPA.
<ul style="list-style-type: none"> • Guidance for each pre-filled circle is available to assist the CPA with initiating a conversation with the participant and providing guidance to facilitate behavior change. (page 2 on pre-filled circle charts) 	<ul style="list-style-type: none"> • At least one circle is left blank to allow the participant an opportunity to identify a different topic than those indicated that they would rather discuss.
<ul style="list-style-type: none"> • Center circle is left blank for participant to identify a topic not represented that they would rather discuss. 	<ul style="list-style-type: none"> • CPA will briefly review/describe what each circle represents for the participant to help understand the topics.
<ul style="list-style-type: none"> • CPA will guide conversation based on topic selected and then assist with “how-to” ideas to initiate behavior change. 	<ul style="list-style-type: none"> • CPA will guide conversation based on topic selected and then assist with “how-to” ideas to initiate behavior change.

Circle charts also facilitate critical thinking by the CPA. Once the assessment information is collected, the visual created by the circle charts allows staff to easily synthesize and evaluate potential relationships among the topics. Engaging the participant in those conversations will continue to guide them towards behavior change.

Which Circle Chart Should I Use?



Example of Using the Circle Chart.

Whether you are using a Pre-filled Circle Chart or Blank Circle Chart,

1. Review what each circle represents.
2. Ask which topic/circle interests them the most OR which topic/circle they have the most questions about

Example: Using a Pre-filled Child Circle Chart:

Topic / Circle	Possible language to review circle topic content
Picky Eater	"Many children this age can be picky about what they will eat"
Active Play	"It is recommended kids get 60 minutes a day of active play"
Drinks for Kids	"Some moms are concerned if their child is getting enough milk or juice"
Mealtimes	"Sometimes mealtime can be struggle; finding time to cook, trying to be healthy, or cooking on a budget"
Child Friendly Snacks	"Children need to refuel between meals, we can talk about snacks ideas for your child/family"
Blank	"As you can see, there is a blank circle here, if there is something else not listed that you would rather talk about"

After reviewing what the circles mean, ask the participant what interests them or what do they have questions about?

Pre-filled Circle Chart	Blank Circle Chart
<p>"The topics listed are based upon questions commonly asked by other ____ (per category: (parents/pregnant women/breastfeeding moms, etc)."</p> <ul style="list-style-type: none"> • "Which one do you have the most questions or concerns about today?" • "Which one of these do you feel most comfortable with today?" • "Which one of these is most important to you today?" 	<p>"Based on your comments throughout the visit, here are several topics we might talk more about."</p> <ul style="list-style-type: none"> • "Which one would you like to focus on?" • "Which one of these do you feel most comfortable with today?" • "Which one of these is most important to you today?"

What Additional Questions Should I Ask?

Once the topic is chosen or decided upon; ask questions to encourage the participant to talk about why they chose that topic.

Pre-filled Circle chart: Refer to the guidance (page 2 of Circle Chart) for possible opening questions.

Blank Circle chart: Questions for the blank chart would depend on the topic chosen; may include:

- "Tell me why you chose this topic?"
- "What prompted you to pick this topic?"
- "What questions do you have about snacks, drinks, mealtimes, etc?"

What Should I Be Listening For?

By recognizing key words that the participant says, they might signal they are ready to make a change. Listen to what the participant is saying regarding a topic/issue that they may be willing to make a change.

Examples: *participant statements indicating she may be ready to make a behavior change*

- “I wish/want...”
- “I can...”
- “I would/should ...”
- “I am ready to...”

If a participant makes one of these statements, use this as a cue to further discuss and assist her with ideas towards making the desired behavior change.

Active Listening

Listen to the reasons the participant chose that topic while probing further regarding her knowledge/experiences, thoughts, and feelings. By allowing the participant to share her information, you are also providing them the opportunity to identify or explain why they feel they need to change.

One of the biggest motivators for a person to change comes from within...it allows them to hear themselves “wanting” to change.

Elements of Active Listening-

- listens with undivided attention, acceptance and non-judgment, curiosity, delight, silence
- makes eye contact
- has a pleasant, open expression
- speaks in warm, pleasant tones
- faces the speaker and maintains an open posture
- uses minimal encouragers such as. “I see”, “Mm-hmm”, “Go-on”, etc.

What “How-To” Ideas Can I Provide?

Work together or brainstorm “how to” ideas to help them reach their desired goal. This will help in identifying the next steps or goal setting. There are several education techniques or tools that may be used. Below are two examples: Elicit-Provide-Elicit and T-Charts:

Elicit-Provide-Elicit (also known as, Ask-Provide-Ask)

- **Elicit/Ask** the participant about what she thinks--possible solutions, ideas, past experiences, knowledge, etc.
- **Provide** ideas or information only after asking her permission to do so; after she gives permission you can provide information (key messages) and/or discuss ideas that may work for her.
- **Elicit/Ask** her what she thinks about the information shared or discussed; what will she do with that information (behavior change)?

Example: CHP using the “Ask-Provide-Ask” technique

Elicit/Ask	<ul style="list-style-type: none"> • “What have you heard about _____?” • “What have you tried?” or “What has worked in the past for you?” • “What ideas do you have about _____?”
Provide	<p>Start by asking permission:</p> <ul style="list-style-type: none"> • “Would you like to hear what has worked for other mothers?” • “Can we talk about some ideas that might work for you?” • “There are some ideas that may or may not work for you, can I share them?” <p>When providing or sharing Ideas and/or Information, offer a couple of ideas to consider, however no more than four:</p> <ul style="list-style-type: none"> • “Most pediatricians are recommending _____ (i.e. offer 3 meals and snacks)” • “Some moms have tried _____(share idea)” • “Other moms say that _____ (share idea) works for them” • “We recommend _____ (i.e. offering a cup around 6 months); how do you feel about that?”
Elicit/Ask	<ul style="list-style-type: none"> • “Which of these ideas do you think might work for you?” • “So, between _____ (idea 1) and _____ (idea 2), which one interests you?” • “What do you think about _____ (information)?”

T-Chart – provides an interactive component to the conversation

Another technique or tool to discuss possible ideas or solutions with a participant is by drawing a simple “T-chart”. Write your name on top on one side & on the other side write the participant’s name. Ask her to help brainstorm ideas on how help her reach the desired goal. Once written down, ask the participant to mark or tell you what idea(s) would work best for her. This technique provides an opportunity for the participant to think of her own solutions in addition to the CHP sharing ideas.

Example: T-Chart technique for a mom who wants her son to drink less milk

CHP name	Participant name
offer milk only at mealtime	provide water between meals
offer a smaller cup for his milk	offer a snack when he asks for milk

How Do I Summarize the Session?

Recap the important points, including any “how to” ideas they plan on trying. Respect their decision and build confidence in their ability to meet goals.

Example:

- “That sounds like a great idea/plan! I can’t wait to see you again in the next few months so you can tell me how well this worked for you!”
- “We talked about some ways to add more vegetables at mealtimes, I think having (*your son/daughter*) pick a new vegetable out at the store, using your WIC Fruit & Veggie dollars is a great idea!”

References: Illinois WIC Policy & Procedure Manual, Altarum Institute Counseling Training, IDHS Desktop Education Tool #4282 - #4285, NPS: Effective Counseling Methods

Circle Chart Staff Worksheet

Directions: Complete the following worksheet using the Circle Chart Self-Study Module (SSM) & Circle Charts for the following categories: Pregnant, Infant, Child.

1. What is a Circle Chart?
 - a. Calendar representing the date the client plans to achieve her goal
 - b. Chart offering a variety of solutions that the client circles
 - c. Desktop tool used to facilitate conversation and facilitate behavior change
 - d. WIC risk factors represented by connecting circles
2. Pre-filled circle charts represent _____ topics and guidance page regarding each topic listed.
3. The circles may be prefilled with common topics or can be blank to be filled in by CPA with:
 - a. Participant concerns/interests mentioned during assessment
 - b. CPA determined topics; tailored to participant
 - c. Common topics per the participant's category that relate to participant (i.e. Portions for Toddlers, Drinks/Beverages for Kids, etc.)
 - d. All the above may be used when utilizing a blank circle chart
4. Before asking the participant to select a topic for discussion; the CPA needs to:
 - a. Write a topic of the CPAs choice in the blank circle
 - b. Briefly review what the circles or topic represent
 - c. Review all the assigned risk factors
 - d. Tell the participant what she is doing wrong
5. Once a participant chooses a circle/topic to discuss, actively listening is essential to move towards facilitating a behavior change. (check elements of active listening):
____ Making eye contact
____ Focusing on what you are going to say next rather than the participant speaking
____ Speaking in a pleasant, warm, or welcoming tone of voice
____ Offering a solution or solving the "problem" for the participant
6. The education tool/technique noted that allows the CPA to determine what the participant knows, feels, and ideas that she may be willing to try is known as:
 - a. Ask-Provide-Ask
 - b. Ask-Let me Tell You-Let me Tell You More
 - c. You Know-I Know-Now We Both Know
 - d. Don't Know-Don't Ask-Don't Tell

7. Based upon the following participant example below and using the Ask-Provide-Ask education tool, write in an example question/statement for each of the following steps:

Participant Example: Mother of a 2-year-old who is not yet weaned from the bottle.

Ask:	
Provide:	
Ask:	

8. In tailoring the education to the participant, the pre-filled circle charts offer suggestions for sharing (in the “provide” step). In the following table write down one suggestion listed for the categorical topic listed:

Circle Chart Category – Topic	Key Message to offer during Education -refer to back of Circle Chart documents per category, examples provided below
Pregnancy – <i>Eating During Pregnancy</i>	
Infant – <i>Baby’s First Foods</i>	
Child – <i>Active Play</i>	

9. True False A “T-chart” is a visual tool use when brainstorming possible ideas between the participant and the CPA.

10. At the end of the visit, the CPA can _____ important points, including any “how to” ideas she plans on trying.