

NAVIGATE Model Fidelity Tool

Standard	Element	Yes	No
Staff Composition	Minimum size team includes 7.5 FTE		
	.25 FTE Psychiatrist or Psychiatric ARNP per 40 clients (8 hours weekly)		
	1 FTE Program Assistant		
	1 FTE Program Manager (licensed professional)		
	.25 FTE Nurse (8 hours weekly)		
	1 FTE Family Support Therapist (licensed/Licensed eligible)		
	2 FTE IRT Therapists (licensed/licensed eligible)		
	1 FTE Employment Specialist		
	1 FTE Peer Support Specialist		
	1 FTE Program Assistant		
Key Staff Roles			
Program Manager	Leads weekly team meetings		
	Provides 1:1 supervision monthly with staff		
	Functions as a practicing clinician		
	Assigns team members to new participants		
	Develops relationships with community referral sources		
	Recruits, coordinates, screens referrals		
	Engages clients and families in program		
	Reviews progress with agency director in recruitment and implementation of NAVIGATE on monthly or quarterly basis		
	Leads collaborative treatment planning and review meeting with client/relatives, initially and then every 6 months		
	Participates in collaborative treatment planning and review meeting with client/relatives, initially and then every 6 months.		
Psychiatrist or ARNP	Supervises Supported Employment and Education Specialist Weekly		
	Supervises IRT and Family Support Clinicians weekly		
Nurse	Participates in weekly NAVIGATE team meetings		
	Participates in collaborative treatment planning and review meeting with client/relatives , initially and then every 6 months (optional)		
	Conducts diagnostic and symptom assessments		
IRT Therapists	Provides pharmacological treatment		
	Participates in weekly NAVIGATE team meetings		
	Participates in collaborative treatment planning and review meeting with client/relatives , initially and then every 6 months (optional)		
	Participates in weekly NAVIGATE team meetings		

NAVIGATE Model Fidelity Tool

	Participates in collaborative treatment planning and review meeting with client/relatives, initially and then every 6 months (optional).		
	Conducts psychosocial functioning assessments		
	Provides case management		
	Provides IRT		
	Receives weekly supervision from program manager		
Employment Specialist	Participates in weekly NAVIGATE team meetings		
	Participates in collaborative treatment planning and review meeting with client/relatives, initially and then every 6 months (optional).		
	Conducts employment and educational assessments		
	Provides SEE		
	Receives weekly supervision on SEE from program manager		
Family Support Therapist	Participates in weekly NAVIGATE team meetings		
	Conducts family assessments		
	Participates in collaborative treatment planning and review meeting with client/relatives, initially and then every 6 months (optional).		
	Provides Family Education Program (FEP)		
Program Size and Intensity			
	Program size does not exceed 40 clients		
	Depending on services provided clients are seen at least once a month for psychiatric care; more frequently if participating in IRT etc.		
Admission and Discharge Criteria	Admission: Individuals 16-33 years old		
	Admission: Must have experienced non-affective psychosis for the first time within the last 12 months		
	Admission: Symptoms can't be caused by substance abuse or medical condition		
Office Space	Easily accessible to participants and families		
	Common workspace, layout promotes communication		
Hours of Operation	Staff on duty Monday-Friday from 8:00am-5:00pm		
	Team members are on call all other hours for 24 hour coverage		
	Team members available by phone and face to face with back up by program manager.		
Team Communication and Planning	NAVIGATE Team meetings held every Monday		
	Meeting completed within 30-60 minutes		
	As new clients are enrolled, preliminary treatment planning meetings are held on a weekly basis as needed as part of regular team meetings.		
	Within 1 month of the clients enrollment in the NAVIGATE program, a one hour collaborative treatment		

NAVIGATE Model Fidelity Tool

	planning meeting is held with the client and relatives(if applicable), the manager, and any other members of the team who are involved in the treatment plan. Every 6 months thereafter, a review meeting will take place.		
--	--	--	--