

Who should be involved in our family meeting?

Family meetings can be a great opportunity for caregiving families to come together and talk about what's needed, wanted, and possible in their care and support arrangement. But who should be involved in a family meeting? Each family is different. Here are some tips to help you think through who should be involved in your family's meeting:

meeting tells that individual that you value their perspective.

The person with care needs should know about the family meeting in advance and that the purpose of the meeting is to have a family discussion about their care and support. If there are concerns about including the person with care needs because of cognitive or physical challenges, refer to our tip sheet *Should the person with care needs attend the family meeting?* for guidance.

Don't be too quick to dismiss or exclude people who live far away or seem "too busy"

There are multiple options available to connect family members who can't attend a family meeting in person. Some families do this by phone or via different internet tools such as FaceTime, Zoom, and others. Someone in your family may be familiar with one of these tools and can help make it work.

Try not to make assumptions about family members' availability or willingness to help. Use your family meeting to have an open, honest conversation about who can do what, when, where, and how.

There are lots of ways that people living at a distance from the person with care needs can help. For ideas of how family members who do not live close might be involved, see our tip sheet [can I provide meaningful support from a distance?](#)

Keep the invitation open

Some family members just may not be ready or willing to participate in discussions about care and support. Extend an invitation, but don't force the issue. Let them know when and where the meeting is happening and that the invitation is open for them to participate.

Consider how those living with cognitive and physical challenges can be included

Cognitive challenges like memory loss and confusion or communication impairments may make it difficult for some individuals (persons with care needs and care partners) to participate in a family meeting.

Families are often quick to assume that a person living with memory loss or confusion can't contribute meaningfully or will hinder discussions about care and support, but you may be surprised by what you learn and experience by including them.

For individuals with hearing impairments or other communication challenges, consider adaptive equipment such as hearing amplifiers that might help them participate.