

Problem Identification Worksheet

Date: _____ Member initials: _____ Friendship Minister Initials: _____

DIRECTIONS: Work collaboratively with the member to identify and explore one specific problem.
Review each section together and revise as needed.

Introduce the *Problem Identification Worksheet*

- ⇒ *This is the Problem Identification Worksheet. We will use it to identify one problem to focus on.*
- ⇒ *I will write down what we discuss and check with you to make sure it is accurate.*
- ⇒ *Even if there are several concerns, we will focus on **one problem** and describe it in **one sentence**.*

Step 1. Identify the Problem.

Describe the problem in one clear sentence.

Suggested prompts:

- ⇒ *Based on last meeting, it sounds like there may be one main problem. Would it make sense to focus on that one?*
- OR -
- ⇒ *In our last meeting, we discussed several problems that are bothering you. For example, we talked about [mention problems]. Of those, which one should we write down?*

One sentence description of problem:

Step 2. Understand the problem.

Explore how the problem affects the member

Distress

(1 = no distress, 100 = extreme distress)

- ⇒ *Current distress:* _____
- ⇒ *Worst distress ever:* _____

Duration

- ⇒ *How long has this been happening?*
- ⇒ *When did it start?*

Notes:

Triggers

- ⇒ *Did something specific bring this on?*
- ⇒ *Did something happen that seemed to cause this?*

Notes:

Circumstances

- ⇒ *Are there situations that make it worse?*
- ⇒ *Are there times when it is not so bad?*

Notes:

Step 3. Describe what “better would look like”.

Help the member imagine improvement. (Some persons might find this difficult. Allow time.)

Suggested prompts:

- ⇒ *What would better look like?*
- ⇒ *What would things look like if this problem improved?*
- ⇒ *How would you know things were getting better?*

Description of “better”:

Step 4. Wrap up. Review the worksheet together.

- ⇒ *Let’s review what we wrote.*
- ⇒ *This describes the main problem on which we will focus in future meetings.*

Other comments: