Care Coordination

at Midlothian Friends Meeting (MFM)

Care Coordinators are in place at *Midlothian Friends Meeting* to coordinate the special care requests of Friends. ***Care Coordinators*** are not in place to provide routine care to Friends.

Although there are two to three Friends at *Midlothian Friends Meeting* serving as ***Care Coordinators***, these do not act as a committee that makes joint decisions. While they may ask each other for advice when beneficial, they act alone to assist the Friend who contacted them with a special need.

Care Coordinators have the following four limited activities:

- Act as a confidential point of contact for a difficult, private, or unusual situation requiring special care from MFM. The ***Care Coordinator*** contacted should determine the best way to proceed to help the Friend; and then others in the meeting should be involved as appropriate.

- Assist a Friend interested in understanding the use of a *Clearness Committee* in personal discernment, using the written information in the *MFM Handbook*. If needed, the ***Care Coordinator*** will also help arrange a *Clearness Committee* for the Friend. The ***Care Coordinator*** is not expected to serve on the ad-hoc *Clearness Committee*.

- Act as a point of contact should a Friend desire a *marriage meeting for worship* or a *memorial worship* for a loved one. After providing written information from the *MFM Handbook* to the requesting Friend about either the *marriage meeting for worship* or a *memorial worship*, that ***Care Coordinator*** should request at the next *Meeting for Discernment* that an ad-hoc (temporary) committee be created to administer the occasion. The ***Care Coordinator*** is not expected to serve on the ad-hoc committee that arranges the event. Especially for a *memorial worship* for a loved one, if the next *Meeting for Discernment* is not timely enough, the ***Care Coordinator*** should work with the *clerk of meeting* to create the ad-hoc committee immediately.

- Act as a point of contact should a Friend desire to record their membership at *Midlothian Friends Meeting*. That ***Care Coordinator*** should organize an ad-hoc (temporary) *Clearness Committee* to handle the recorded membership process as outlined in the *MFM Handbook*. The ***Care Coordinator*** is not expected to serve on the ad-hoc *Clearness Committee* that enables the recorded membership.