



***Between Two Homes®, LLC***

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## COOPERATIVE PARENTING QUESTIONNAIRE

### MEDICAL OR PSYCHOLOGICAL CONCERNS

List any present medical concerns, psychological concerns, or special needs for your child(ren):

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List any medications your child(ren) take (please include name, dosage, and reason):

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Is your child currently receiving counseling?    Yes    No    If yes, please provide:

Name of child's therapist: \_\_\_\_\_ Phone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Type of counseling (please circle one): Child only    Family    Parent and child

Briefly summarize any concerns regarding your coparent as they pertain to your child(ren) and/or coparenting relationship:

## CONSIDERATIONS

1. Coparenting Consultation often occurs with both parents in the same room together. Do you have any concerns being in the same room with your coparent? Yes No  
If yes, what concerns? \_\_\_\_\_  
Are these concerns reduced if a professional is the room at all times? Yes No
2. Have the police ever been involved with you and your coparent? Yes No  
If yes, please explain? \_\_\_\_\_
3. Have you been involved in more than one relationship where verbal, emotional, or physical abuse occurred? Yes No  
If yes, please explain? \_\_\_\_\_
4. Are you psychologically intimidated by your coparent? Yes No  
If yes, what intimidates you? \_\_\_\_\_
5. Are you physically intimidated by your coparent? Yes No  
If yes, what intimidates you? \_\_\_\_\_
6. Are you afraid of your coparent for any reason? Yes No  
If yes, what makes you fearful? \_\_\_\_\_
7. Have you ever applied for a protective order? Yes No  
If yes, what was the outcome? \_\_\_\_\_
8. Has drug or alcohol use been a problem for you? Yes No  
For your coparent? yes no  
If yes to either, please explain: \_\_\_\_\_
9. Have you ever experienced any of the following from your coparent?  
verbal abuse: Yes No emotional abuse: Yes No physical abuse: Yes No
10. On a scale of 1 to 10 what best describes your level of concern for your physical safety when your coparent is present? \_\_\_\_\_
12. Have you ever threatened to harm yourself or to commit suicide? Yes No  
If yes, did you attempt self-harm? Yes No were you hospitalized? Yes No
13. Has your coparent ever threatened to harm them self or to commit suicide? Yes No  
If yes, did he/she attempt self-harm? Yes No was he/she hospitalized? Yes No
14. Have you ever threatened to hide or withhold the children? Yes No
15. Has your coparent ever threatened to hide or withhold the children? Yes No

## CHILD ASSESSMENT

Directions: Please complete this section if you have already separated. Make a copy of this assessment for each of your children.

Child's Name: \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

1. How old was your child when you first separated?

2. When was your child told about the separation?

A month or more before    A few weeks before    A week before    A day or less

3. Who told your child about the separation?

Mother    Father    Parents Together    Parents Separately    Other

4. How was the separation explained to the child?

5. Did either parent blame the other for the separation to the children?

6. How did your child react to the news of the separation?

7. Mark each of the changes your child has experienced since the separation

<input type="checkbox"/> loss of a home (change in homes)	<input type="checkbox"/> loss of activities due to finances
<input type="checkbox"/> loss of step siblings	<input type="checkbox"/> loss of friends
<input type="checkbox"/> loss of step parents	<input type="checkbox"/> loss of other relative(s)
<input type="checkbox"/> loss of contact with one parent	<input type="checkbox"/> change of schools
<input type="checkbox"/> loss of a pet	

8. Additional changes:

<input type="checkbox"/> one parent remarriage	<input type="checkbox"/> both parents remarry
<input type="checkbox"/> more than one move	<input type="checkbox"/> new step siblings
<input type="checkbox"/> "at home" parent goes to work	<input type="checkbox"/> started a new school

Other changes/losses: \_\_\_\_\_

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9. Explain your child's adjustment to the separation, divorce, or conflict

10. Has your child adjusted to the two home schedule?

11. Circle any "transitional behaviors" your child may exhibit when they return from the other house

Tearfulness                      Clingy                      Irritable                      Demanding                      Eating Problems                      Sleep  
Problems                      Discipline Problems                      Angry Outbursts                      Withdrawn

Other: \_\_\_\_\_

12. Circle the usual recovery time needed by your child before they are resettled.

A few minutes    About 30 minutes    About an hour    A few hours    Several hours    Full day

13. Does your child seem to be manipulating you or the co-parent? If so, explain.

14. Mark on this continuum your discipline or management style with an "S" and place a double "CP" to represent the co-parent's style.

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Minimal limits

Maximum limits

**No consequences**

**Corporal Punishment**

**SITUATIONS THAT PUT CHILDREN IN THE MIDDLE:**

15. Have you ever asked your child to pick which home he/she wants to "live in"? Yes    No

16. Have you ever asked your child what schedule he/she wants to have between his/her homes?

Yes    No

17. Has your coparent ever asked your child to pick which home he/she wants to "live in"?

Yes    No    I don't know

18. Has your coparent ever asked your child what schedule he/she wants to have between his/her homes? Yes    No    I don't know

19. Have either of you asked your child to spy on the other parent by probing them about their time at their other home?    No    My coparent has    I have

20. Have either of you asked your child to keep secrets from their other parent?

No    My coparent has    I have

21. Please rate the consistency regarding rules and consequences between the two homes?

1                                      2                                      3                                      4                                      5

Very similar

Very different

Two united homes

Mom's House vs. Dad's House

## **TWO HOME ISSUES**

(Please complete this section if you have already separated)

When and how do the exchanges of the child(ren) occur:

Description of the child(ren)'s current schedule between their two homes:

—

Description of current holiday schedule between homes:

—

Description of current school arrangements:

How is the child(ren)'s property exchanged?

What phone/internet/text communications is your child(ren) and their other parent allowed during your parenting time?

What is the distance in miles between homes? \_\_\_\_\_ miles

**TOPICS TO ADDRESS IN THE COOPERATIVE PARENTING SESSIONS**

(Please see the attached “Creating a Coparenting Plan” for topics)

1. _____	21. _____
2. _____	22. _____
3. _____	23. _____
4. _____	24. _____
5. _____	25. _____
6. _____	26. _____
7. _____	27. _____
8. _____	28. _____
9. _____	29. _____
10. _____	30. _____
11. _____	31. _____
12. _____	32. _____
13. _____	33. _____
14. _____	34. _____
15. _____	35. _____
16. _____	36. _____
17. _____	37. _____
18. _____	38. _____
19. _____	39. _____
20. _____	40. _____

**Please sign and date below the following statement:**

I understand that Between Two Homes, LLC encourages parents to be empowered and fully informed prior to parenting plan mediation sessions. As such, to save money and time in prior to the first session, I am encouraged to complete the live Children in the Middle coparenting class or online Making Two Homes work class. I am also encourage to read Between Two Homes: A Coparenting Handbook by Bradley S. Craig, LMSW-IPR, CFLE.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

## **Expectations of Conduct**

1. Participants will focus on the future and avoid unnecessary discussions of the past. Participants will focus on resolving conflict and not on assessing blame.
2. Participants will listen carefully to the goals that begin every parenting plan mediation session, and will take actions and make decisions in furtherance of the shared goals.
3. Participants will address others in a courteous manner and tone. Participants will not interrupt when another person is speaking. Participants will avoid sarcastic, contemptuous, critical, defensive, or judgmental communication/comments.
4. If a participant feels that progress has ceased or that he/she is about to lose control of himself/herself and say or do something to impede progress, that participant will call for a break. If the break is insufficient to calm the affected participant, the meeting may be terminated.
5. Each participant will speak only for himself/herself. Participants will use "I" instead of "You" sentences.
6. Participants will express their true interests.
7. Participants will be patient with each other.
8. Participants will follow the Agenda for that parenting plan mediation session.
9. Participants will be honest.
10. Participants recognize that arguing is pointless.

**During your parenting plan mediation, we will use interest based negotiation. Please review the following:**

### **Interest vs. Position**

People often confuse interests with positions. A position is, “He needs to take out the trash on Thursday.” An interest may be creating responsibility in children. There are many possible ways of addressing this interest. One might be setting up chores. Another option might be taking care of something, like a pet. Still another could be organizing a school folder for their homework.

### **Focus on interests, not positions.**

Focusing on interests, rather than positions, makes it possible to come up with better agreements. Even when coparents stand on opposite positions, they have shared interests such as a healthy child.

### **Develop optional solutions**

When developing optional solutions that meet the interests of both coparents, try to meet as many of each side's interests as possible. Start by inviting all sides to brainstorm ideas, no matter how crazy they may seem (before reaching a decision).

### **Some obstacles to developing coparenting options are:**

- Judging and rejecting prematurely
- Searching for a single best answer
- Putting limits on scope or vision
- Considering only your own interests



### **To overcome these obstacles:**

- View the situation through the eyes of your coparent
- Focus on shared interests to make the process smoother for all involved.
- Don't reject any options at first
- Hear the other parent out fully to understand their proposal
- Look for meaningful opportunities, not simple solutions
- Welcome diversity



**After listing your options:**

*Evaluate* - Only after both coparents have finished listing options, should the options be discussed. Determine together which ideas are best for satisfying various interests. Talk about likes or dislikes about each option. The options that each of you dislike can be crossed out. Then each of you can predict the consequences that might follow upon choosing each option and cross out those whose consequences may be undesirable.

## CHILD FRIENDLY VOCABULARY

Remember words such as possession, custody, and visitation were designed for judges and attorneys, not parents or other professionals. For family friendly words consider the following:

1. Replace the word **visit** with **the other home**.

*For example, when talking to your child say, “When you are in your other home” rather than “When you visit your mother.” Or if you are talking to someone else instead of saying, “when they visit their father,” say, “When they are in their other home.”*

2. Replace the word **custody** or **conservatorship** with **parenting**.

*For example, instead of saying, “I have custody,” or, “We have joint,” say, “We share the responsibility of raising our child.”*

3. Replace the word **possession** with **responsibility**.

*For example, instead of saying, “It’s my period of possession,” say, “It’s my period of responsibility.”*

4. Replace the word **my ex** with **their parent**.

*For example, instead of saying, “I need to call my ex-husband,” say, “I need to call her father.”*

5. Replace the word **custody arrangement** with the word **parenting plan**.

*For example, instead of saying, “Well, that’s our custody arrangement,” say, “We follow a parenting plan.”*

6. Replace the word **my child** with **our child**.

*For example, instead of saying, “You need to take my son to the doctor,” tell the other parent, “I think our son needs to see a doctor, can you take him?”*

### MOVE AWAY FROM THE LITIGATION LANGUAGE AND MENTALITY



Instead of ***“I am fighting for primary possession of my child”***

Use ***“We are creating a solution to raise our child between two homes.”***

## **RULES FOR COPARENTING**

1. **At all times**, the decisions made by the parents will be for your child's psychological, spiritual, and physical well-being and safety.
2. **Do** make and confirm parenting-time arrangements beforehand between the parents without involving your child.
3. **Do** notify each other in a timely manner of any need to deviate from the schedule between homes, including canceling time with your child, rescheduling, and punctuality.
4. **Do** communicate with your coparent and make similar rules in reference to discipline, routines, sleeping arrangements, and schedules between homes. *Appropriate* discipline should be exercised by mutually agreed upon adults.
5. **Do** keep your coparent informed of any scholastic, medical, psychiatric, or extracurricular activities or appointments of your child.
6. **Do** keep your coparent informed at all times of your address and telephone number. If you are out of town with your child, **do** provide your coparent the basic travel itinerary and a phone number so that you and your child may be reached in case of an emergency.
7. **Do** refer to your coparent as your child's "mother" or "father" in conversation, rather than using "my ex."
8. **Do not** talk negatively, or allow others to talk negatively, about the other parent, his or her family and friends, or his or her home within hearing range of your child. This includes belittling remarks, ridicule, or bringing up allegations, whether *valid or invalid*, about issues involving the adults in the coparenting relationship.
9. **Do not** question your child about your coparent, the activities of your coparent, or regarding your coparent's personal life. In other words, do not use your child to spy on the other parent.
10. **Do not** argue or have heated conversations when your child is present.
11. **Do not** try to "win your child over" at the expense of your child's other parent.
12. **Do not** schedule extracurricular activities for your child during the other parent's time without your coparent's consent. However, **do** work together to allow your child to be involved in such activities.
13. **Do not** involve your child in adult issues and conversations about custody, the court, or the other parent.
14. **Do not** ask your child where he or she wants to live.
15. **Do not** attempt to alienate your coparent from your child's life.
16. **Do not** allow stepparents or others to negatively alter or modify your relationship with your coparent.
17. **Do not** use phrases that draw your child into your issues or make your child feel guilty about the time spent with the other parent. **Do not** say "I miss you!" **Do** say, "I love you!"

# *Creating a Coparenting Plan*

You and your coparent can create a coparenting plan. Often what I see in my work with families is that families do not plan ahead. They wait until something is not working to address the problem. Or, they proceed on assumptions, which may result in more conflict and lead to more litigation.

A plan helps provide a roadmap for others. For example, a stepmother would likely not cut her stepdaughter's hair to her ears when it's been at her waist if the parents have an agreement that states, "The parents must mutually agree to significant changes in the child's physical or cosmetic appearance."

A good parenting plan:

- Is a written plan.
- Provides future solutions to help parents avoid pitfalls.
- Promotes trust.
- Promotes continuity and stability.
- Helps stepparents and other family members by providing a road map.

A coparenting plan is a contract agreed to by you and your coparent that establishes guidelines both homes will follow.

Bear in mind that people change. Rules change, living situations change, and people move on to new relationships. A coparenting plan addresses many of these pitfalls and helps keep you out of court and out of conflict with the other parent. Because dividing time between adults requires a great deal of trust between the coparents, a coparenting plan in a large way promotes this security because you have agreed on certain guidelines. The age of the child, of course, has a great bearing on how detailed you need to be in terms of your plan. Young children *need* consistency between homes. Older children are more adaptable, but may require more rules.

Coparenting plans help future relationships because the plan allows the significant others in your present or future to read what you agreed on and decide whether they can honor that agreement. If not, they are not likely the right choice to be a stepparent. Additionally, you will be less prone to follow a different path when you have a plan of action.

It would be very difficult for someone else to create the best parenting plan for each of you and your child. Coparenting plans are created to document the ongoing coparenting and family rules that do not and should not end just because an intimate relationship has ended or because there is conflict between the coparents. Even the "experts" don't always agree on very important issues that are fundamental to coparenting. For example, what type of discipline is best, should the child sleep with you or not, and so on.

When creating a parenting plan, a good question to ask yourself is, "How would we have handled this if we both lived together?" Generally, if the answer now differs because there are two homes, ask yourself, "Why is it better for our child to do this differently?" and "Is it possible to handle the situation the same way we would have if we lived together?" For example, examine such questions as:

- Who do I ask to watch our child if I can't be with the child during my parenting time? Generally, if you still lived together, you'd ask your coparent first before you asked family, friends, a nanny, or a babysitter.
- Would I let our child spend time with friends if I were seeing him or her every day? Generally, yes, you would. In fact, you'd probably be saying, "Go out and play."
- Where would our child sleep if we still lived together? The way you did it before should be continued unless both parents mutually agree otherwise.

You know your child better than anyone else, and both parents know what direction they want to raise the



child in. A coparenting plan should cover at least some of the following areas and provide answers to the following questions:

- **Bed Time and Routines** – Bath before bed? Reading before bed? Where does your child sleep, alone or with someone? Does your child use a blanket or pacifier? Does your child sleep in a crib or bed? What do you do in the middle of the night when your child cries; do you put your child in your bed, or do you comfort your child to sleep in his or her own bed? Does your child listen to music while going to sleep? Does your child have a nightlight?
- **Discipline** – Rewards and punishment: How do you give praise: vocally, or through gifts, an allowance, charts, and so on? What are the consequences for behaviors you do not want your child to engage in? Do you use corporal punishment? Do you give your child a time-out, send your child to his or her room, put your child in the corner, ground him or her (and if so, for how long and for what consequences), do you remove some of your child’s privileges, and so on? Will you use carry-over discipline between the two homes? (For example, if the child has been grounded in one home and the grounding period isn’t over before the exchange, does the grounding carry over to the other home?) Will you use a behavioral chart in both homes?
- **Relationships** – If you are not divorced, should you wait until after the divorce is finalized prior to introducing your child to a new significant other, and if so, how long after? What is the minimal time you date someone prior to introducing or reintroducing your child to that person? What do you want to make sure potential significant others know about your agreement before they decide to become involved? Will you define what terms your child may use when referring to stepparents (first name, Mom/Dad, or Stepmom/Stepdad), or will you allow your child to make that decision?
- **Daily Routines** – For younger children, what are the daily routines? What baby care products do you use? What diapers? What formulas? When do you switch foods? When and how do you potty train? Will you use a pacifier or walker? What is your child’s bedtime? Will your child sleep with adults or in his or her own room?
- **Illness** – If your child is sick, do you still exchange? Should you keep a medicine checklist, so you are giving medicines about the same time and noting reactions to the medications? Should each of you be able to attend doctor’s appointments, and should each of you be notified in advance (barring an emergency) of upcoming appointments?
- **Special Needs** – Does your child have special needs? Do both coparents need to attend child-related appointments together? Will your child’s special needs affect the schedule between homes? Do you need to duplicate medical items, such as nebulizers? Will one parent be the primary caretaker, or will you both be equal caretakers?
- **Cell phone and Internet** – At what age, if ever, do you both agree you will allow your child to have a cell phone or access the Internet? What are the rules in both homes for cell phone and Internet usage? Can either of you post pictures of or information about your child on the Internet, and if so at what age and what kind of information?
- **Extracurricular Activities** – Do you both need to agree per enrollment period before enrolling your child, especially in events that might occur during the other parent’s parenting time? Do you both need to agree prior to removing your child from an activity? Should you tell your child you support an activity before you talk to the other parent? If an event, such as a wedding, occurs during the other parent’s parenting time, should your child be excused from his or her extracurricular activity?
- **Religion** – Will your child be raised in one faith, two faiths, or with no religious training? Will those values change, depending on who each parent is in a relationship with? Are there specific religious days that need to be incorporated into your plan? Are there specific values you want to incorporate into your plan? Do you need to mutually agree on religious activities and practices?
- **Supervision** – What are your limits on adult supervision of your child? Can your child ride bicycles in the street alone? Can your child run down the block to a neighbor’s? Does your child need to check in with you upon arrival? Who are considered appropriate supervisors for the child? (All relatives, some relatives?) Do nannies or babysitters have to be approved by both parents before being hired? At what



age can your child be left home alone and for how long?

- **Terminology** – What words will you use (“visiting,” “living with,” “when you are at your other home”)? Will you refer to the other parent as “her mother/father” or as “my ex”? What terms are appropriate for each parent and for other relatives?
- **Peer Relationships** – Can your child still have sleepovers and independent relationships with friends near the home of their mother/father during the other parent’s parenting time?
- **Other Family Members** – Will your child be able to see all family members independent of which parent he or she is with, or will your child spend time only with maternal family during maternal time and vice versa? Will all family members be invited to your child’s birthday parties? Are there family members your child should not see or who your child should always be supervised with?
- **Child Care** – Will you use one child-care provider, daycare, and nanny, or two? What age does a child-care provider need to be? Should you offer the other parent the opportunity to care for your child before you offer it to anyone else? Does the “anyone else” include grandparents, stepparents, and live-ins or not? Do you offer the opportunity for a span of two hours or more, or only if you will be gone overnight?
- **Trips** – If your child will be out of the area during your parenting time, do you need to provide your coparent with the basic travel itinerary? If so, what needs to be included in the notice? How far in advance do you need to provide the information? At what age can your child travel alone?
- **Professional Services** – Who will make decisions regarding the professionals who provide services for your child? Will those decisions be made jointly or by just one parent? Will one parent make the education decisions and the other the medical? Should both parents be listed as contacts on professional forms completed for your child?
- **Online tools** – Will you both use online tools to help you in shared parenting? Will you use e-mail to communicate agreements? Will you use any coparenting programs, such as [www.ourfamilywizard.com](http://www.ourfamilywizard.com)?
- **Distance** – Will you have a geographical restriction regarding where your child will reside? Will there be a maximum distance between the two homes?
- **Schedule** – What schedule will your child have between the two homes? Will the school year schedule be different than the summer schedule? Will the schedule change as your child matures? What voice, if any, will your child have in that schedule? Does the schedule change depending on the distance between homes?
- **Holiday Schedules** – How do you celebrate? Will one parent have Christmas Eve and the other Christmas Day? Do you rotate Christmas Day and Eve with one parent one year and the other the next? Which holidays do you observe? Do you have religious issues related to holidays? What will be the schedule on your child’s birthdays or on either parent’s birthday? What will you do when there are federal holidays or when school is not in session due to a teacher in-service day?
- **School Work and Study Habits** – Will you use the same routine in both homes for dealing with homework or studies? How do you handle a project that may take longer than a day for your child to complete? If necessary, does that project transfer between homes?
- **Car** – Do you need to create a mutually agreed upon driving contract for your teen? Will the car be the teen’s car, or will it be a car you are letting them borrow? Will the teen’s behavior affect his or her use of the vehicle? Who will teach your teen to drive?
- **Child’s Property** – What do you do with your child’s clothes? Do each of you keep equal stock, or does one send a suitcase with all of your child’s belongings?
- **Stepparents** – What do you want to make sure potential significant others know about your agreement before they decide to become involved as a stepparent? Should stepparents be present at appointments for your child (doctor, school, and so on) without the mutual agreement in advance of the parents? Should stepparents take on the role of exchanging the children? Should stepparents be involved in calling or e-mailing the other household in nonemergency situations without agreement of both parents?
- Should stepparents schedule appointments for your child? Should stepparents be consulting with professionals for your child without the mutual agreement of both parents? Should stepparents be



listed as contacts on important information for your child?

- What are mutually agreed-upon boundaries both parents want stepparents to respect? Should stepparents talk to your child about subjects such as drugs, sex, religion, and so on? Should stepparents be allowed to discipline your child, and if so, what are the limits?
- Should your child remain with the stepparent if you are not present to care for your child during your parenting time, or should the coparent be asked first if he or she would like to care for your child? Should your child be allowed to sleep in the same bed with a stepparent whether or not one of the parents is in the bed? How should a stepparent act when the other parent is present?
- **Child Care Expenses** – An important component of a coparenting plan addresses the finances of raising a child. Kids are *very* expensive! Will one parent pay some to the other to cover the child's expenses? Will bills be split or covered by one parent? How will school activities or extracurricular events be covered? What about expenses for extracurricular activities, scholastic events, religious events, and college? How will medical, dental, or optical expenses be covered? Who will cover the health insurance for your child, and how will the cost of the insurance be addressed?
- **Decisions** – Who will make final decisions when all else fails, or what steps will you take before bringing issues to court (for example, will you try mediation)?

