

CITY SOCIAL WELFARE & DEVELOPMENT OFFICE

CSWD Main Office, Saray, Iligan City

Tel.: (063) 221-2488 / 222-3417

Frontline Service : **FAMILY WELFARE PROGRAM - Marriage and Family Counseling Service**

Schedule of Availability of Service : 8:00AM-5:00PM Daily (No noon break) excluding Saturdays, Sundays and Holidays. On Mondays provision of services starts after flag raising

Where : Family Welfare Program Office, CSWD Main Office, Saray, Iligan City

Who may Avail of the Services : Couples with marital conflict and families with relationship problems

What are the Requirements : Marriage Contract

Duration : **8 hours**

How to avail of the Services:

Step	Applicant/Client	Service Provider	Duration of Activity under normal circumstances	Person In Charge	Fees	Forms/Documents/ Materials Needed
1.	Client experience family problem	Conduct series of home visits, establish rapport and make assessment of dysfunctionality of family	2 hours	Juanita s. Alviola Junalyn B. Siacor Mary Jane T. Generalao	None	Intake Sheet Assessment Form/Family SWI
2.	Airs out marital problems and participates in counseling session	Conduct counseling and assist in preparing plan for conflict resolution	2 hours	Juanita s. Alviola		Process Recording Action Plan
3.	Perform Plan	Follow up implementation of plan by all family members concerned	1 hour	Juanita S. Alviola		Family SWI
4.	Client manifests healthy family relationship	Make evaluation and recommendation	2 hours	Juanita S. Alviola		Terminal Report
End of transaction						