

**Creating Cultures of Trauma-Informed Care:
Services Implementation Plan
*Community Connections; Washington, DC***

Program: _____ Date: _____

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1A: SAFETY – Ensuring Physical and Emotional Safety

The program’s activities and settings ensure the physical and emotional safety of consumers.

For each identified issue with *ensuring physical and emotional safety*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Safety Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Safety Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Safety Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1B: TRUSTWORTHINESS – Maximizing Trustworthiness through Task Clarity, Consistency and Interpersonal Boundaries

The program's activities and settings maximize trustworthiness by making the tasks involved in service delivery clear, by ensuring consistency in practice, and by maintaining boundaries that are appropriate to the program.

For each identified issue with *maximizing trustworthiness*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Trustworthiness Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Trustworthiness Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Trustworthiness Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1C: CHOICE -- Maximizing Consumer Choice and Control

The program's activities and settings maximize consumer experience of choice and control.

For each identified issue with *maximizing choice and control*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Choice Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Choice Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Choice Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1D: COLLABORATION -- Maximizing Collaboration and Sharing Power

The program's activities and settings maximize collaboration and sharing of power between staff and consumers.

For each identified issue with *maximizing collaboration and sharing of power*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Collaboration Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Collaboration Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Collaboration Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1E: EMPOWERMENT -- Prioritizing Empowerment and Skill-Building

The program's activities and settings prioritize consumer empowerment and skill-building.

For each identified issue with *prioritizing consumer empowerment and skill-building*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Empowerment Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Empowerment Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Empowerment Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1F: SAFETY – Ensuring Physical and Emotional Safety

The program's activities and settings ensure the physical and emotional safety of staff.

For each identified issue with *ensuring physical and emotional safety*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Safety Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Safety Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Safety Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1G: TRUSTWORTHINESS – Maximizing Trustworthiness through Task Clarity, Consistency and Interpersonal Boundaries

The program's activities and settings maximize trustworthiness by making the tasks involved in service delivery clear, by ensuring consistency in practice, and by maintaining boundaries that are appropriate to the program.

For each identified issue with *maximizing trustworthiness*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Trustworthiness Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Trustworthiness Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Trustworthiness Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1H: CHOICE -- Maximizing Staff Choice and Control

The program's activities and settings maximize staff's experiences of choice and control.

For each identified issue with *maximizing choice and control*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Choice Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Choice Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Choice Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1I: COLLABORATION -- Maximizing Collaboration and Sharing Power

The program's activities and settings maximize collaboration and sharing of power between staff, their supervisors, administrators, and consumers.

For each identified issue with *maximizing collaboration and sharing of power*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Collaboration Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Collaboration Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Collaboration Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

DOMAIN 1J: EMPOWERMENT -- Prioritizing Empowerment and Skill-Building

The program's activities and settings prioritize staff empowerment and skill-building.

For each identified issue with *prioritizing staff empowerment and skill-building*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Empowerment Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Empowerment Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Empowerment Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 2: FORMAL SERVICE POLICIES

DOMAIN 2: Formal Services Policies

The formal policies of the program reflect an understanding of trauma survivors' needs, strengths and challenges.

For each identified issue with *formal service policies*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Policy Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Policy Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Policy Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 3: TRAUMA SCREENING, ASSESSMENT, SERVICE PLANNING, AND TRAUMA-SPECIFIC SERVICES

DOMAIN 3: Trauma Screening, Assessment, Service Planning and Trauma-Specific Services

The program has a consistent way to identify individuals who have been exposed to trauma and to include trauma-related information in planning services with the consumer.

For each identified issue with *trauma screening, assessment, service planning, and trauma-specific services* specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Assessment/Planning/Services Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Assessment/Planning/Services Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Assessment/Planning/Services Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 4: ADMINISTRATIVE SUPPORT FOR PROGRAM-WIDE TRAUMA-INFORMED SERVICES

DOMAIN 4: Administrative Support for Program-Wide Trauma-Informed Services

Program or agency administrators support the integration of knowledge about violence and abuse into all program practices.

For each identified issue with *administrative support*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Administrative Support Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Administrative Support Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Administrative Support Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 5: STAFF TRAUMA TRAINING AND EDUCATION

DOMAIN 5: Staff Trauma Training and Education

All staff members have received appropriate training in trauma and its implications for their work.

For each identified issue with *staff trauma training and education*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Training Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Training Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Training Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

DOMAIN 6: HUMAN RESOURCES PRACTICES

DOMAIN 6: Human Resources Practices

Trauma-related concerns are part of the hiring and performance review process.

For each identified issue with *human resources practices*, specify the required action to resolve the issue, the timeframe, and the person responsible for that resolution.

Human Resources Issue A: _____

Action to Resolve Issue A: _____

Timeframe and Person Responsible: _____

Human Resources Issue B: _____

Action to Resolve Issue B: _____

Timeframe and Person Responsible: _____

Human Resources Issue C: _____

Action to Resolve Issue C: _____

Timeframe and Person Responsible: _____

Append extra sheets as needed (see page 16).

Append copies of this sheet to each domain in which additional issues are identified.

_____ **Issue** ____: _____

Action to Resolve Issue ____: _____

Timeframe and Person Responsible: _____

_____ **Issue** ____: _____

Action to Resolve Issue ____: _____

Timeframe and Person Responsible: _____

_____ **Issue** ____: _____

Action to Resolve Issue ____: _____

Timeframe and Person Responsible: _____

_____ **Issue** ____: _____

Action to Resolve Issue ____: _____

Timeframe and Person Responsible: _____

_____ **Issue** ____: _____

Action to Resolve Issue ____: _____

Timeframe and Person Responsible: _____