

**Instructions:** This assessment is designed for you to determine if your practice is a Trauma-Informed environment for both staff and patients. Review each item and use the notes section to create an action plan for implementation. For more information about each section, view the introductory webinar [here](#).

Functions, Tasks, & Activities	Yes	No	Notes/Plan for Action for “NO” Items
<b>POLICY: Is company policy congruent with trauma informed behavior?</b>			
Staff members have regular team meetings	<input type="checkbox"/>	<input type="checkbox"/>	
Topics related to self-care are addressed in meetings	<input type="checkbox"/>	<input type="checkbox"/>	
Staff have regularly scheduled individual supervision or check-in’s with Supervisor/Manager	<input type="checkbox"/>	<input type="checkbox"/>	
Part of individual supervision/check-in’s is focused on discussing self-care and stress reactions	<input type="checkbox"/>	<input type="checkbox"/>	
We have an internal team that provides debriefing for staff with 24 hours of a crisis	<input type="checkbox"/>	<input type="checkbox"/>	
The company provides ongoing opportunities for staff to provide and receive feedback, e.g. individual supervision, anonymous surveys, comment box, etc.	<input type="checkbox"/>	<input type="checkbox"/>	
Outside consultants with mental health expertise provide annual staff education/consultation	<input type="checkbox"/>	<input type="checkbox"/>	
Leadership practices strength-based person-centered conversation techniques such as motivational interviewing when discussing employee performance improvement	<input type="checkbox"/>	<input type="checkbox"/>	
The company seeks to be adaptable staff needs	<input type="checkbox"/>	<input type="checkbox"/>	
Organizational values and employee resources are posted in a visible place	<input type="checkbox"/>	<input type="checkbox"/>	
Leadership shows acceptance for personal, religious, and/or spiritual practices of staff	<input type="checkbox"/>	<input type="checkbox"/>	
Outside agencies with expertise in cultural competence provide ongoing training and education	<input type="checkbox"/>	<input type="checkbox"/>	
When staff is in need of mental health services, there is a referral system in place	<input type="checkbox"/>	<input type="checkbox"/>	

Functions, Tasks, & Activities	Yes	No	Notes/Plan for Action for “NO” Items
<b>ONBOARDING: Do you train your staff in foundational elements of trauma?</b>			
Staff is informed about how the company responds to personal crisis	<input type="checkbox"/>	<input type="checkbox"/>	
Do staff receive information about:	<input type="checkbox"/>	<input type="checkbox"/>	
• Definition of trauma	<input type="checkbox"/>	<input type="checkbox"/>	
• How trauma affects the brain and the body	<input type="checkbox"/>	<input type="checkbox"/>	
• How trauma affects the development of chronic disease	<input type="checkbox"/>	<input type="checkbox"/>	
• The relationship between mental health and trauma	<input type="checkbox"/>	<input type="checkbox"/>	
• The relationship between substance abuse and trauma	<input type="checkbox"/>	<input type="checkbox"/>	
• How trauma affects human development	<input type="checkbox"/>	<input type="checkbox"/>	
• Cultural differences in trauma	<input type="checkbox"/>	<input type="checkbox"/>	
• Identifying triggers in patient behavior	<input type="checkbox"/>	<input type="checkbox"/>	
Functions, Tasks, & Activities	Yes	No	Notes/Plan for Action for “NO” Items
<b>PHYSICAL SAFETY/MENTAL WELLNESS OF STAFF</b>			
There are private spaces where staff can meet with leadership to discuss important/personal issues	<input type="checkbox"/>	<input type="checkbox"/>	
Leadership has specific strategies and responses that are helpful/not helpful when a staff member is upset or overwhelmed	<input type="checkbox"/>	<input type="checkbox"/>	
Staff is trained on de-escalation strategies with consumers	<input type="checkbox"/>	<input type="checkbox"/>	
Needs of staff are openly discussed with leadership	<input type="checkbox"/>	<input type="checkbox"/>	
Staff is involved in program development (Programs could include change initiatives, implementing trauma-informed care with patients, designing clinical workflows, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
Strategies for compassion fatigue and burnout are discussed frequently with staff	<input type="checkbox"/>	<input type="checkbox"/>	
Strategies for self-care and wellness are frequent topics in community meetings	<input type="checkbox"/>	<input type="checkbox"/>	