

Is your Work Trauma-Informed? Organizational Checklist

Philosophy

- Y N Does your organization include trauma recovery as part of its mandate and/or programming?
- Y N Does your organization subscribe to the evidence-based, best-practice, trauma-informed treatment model?
- Y N Does your organization support efforts to minimize the possibility of re-traumatization?

Staff training

- Y N Do you train staff on the dynamics and impact of trauma?

Workplace

- Y N Do you encourage your staff to attend information sessions and workshops on trauma?
- Y N Do you train staff in communication and relationship-building skills?

Administration

- Y N Do you have trauma survivors on your board of directors?
- Y N Does your mission statement address trauma survivor input and participation?
- Y N Are there trauma survivors on your administrative team?

Suicide Prevention

- Y N Are all of your staff members trained in suicide intervention/prevention?
- Y N Are suicide assessments included in the assessment and intake process?
- Y N Does your organization acknowledge the impact of suicide on clients and staff, and include supports around suicide grief?

Cultural Awareness

- Y N Do you provide training for staff in cultural competency?
- Y N Does your organization strive to include ethnic and minority groups in staffing and client programs?
- Y N Does your organization stay current on issues facing immigrants, refugees, and Aboriginal people?

Hiring Practices

- Y N Does your organization include experience in working with trauma survivors in job descriptions?
- Y N Does your organization hire trauma survivors?
- Y N Does your organization hire Elders or those involved in traditional/spiritual healing practices?

Policies and Protocols

- Y N Does your organization include universal screening for trauma for all clients?
- Y N Has your organization ensured that current policies and protocols are not hurtful or harmful to trauma survivors?
- Y N Does your organization involve trauma survivors in the creation of policy and protocols?

Survivor Involvement

- Y N Does your organization include trauma survivors in program development and evaluation?
- Y N Does your organization include trauma survivors in service provision in paid or voluntary roles?
- Y N Does your organization get assistance from trauma survivors when developing procedures that are potentially invasive?

Link between Trauma, Mental Health and Addiction

Y N Does your organization acknowledge the links between trauma, mental health issues, and addiction in its policies and procedures?

Y N Does your organization provide training and knowledge to staff on co-occurring disorders?

Y N Does your organization's screening procedure include mandatory trauma assessment where addiction issues are present?

Support and Supervision for Providers

Y N Does your organization have mandatory supervision for staff working with trauma survivors?

Y N Does your organization acknowledge the impact on those who work with trauma survivors through vicarious trauma workshop opportunities?

Y N Does your organization foster a climate of sharing feelings and experiences related to clients in a safe and confidential setting?

(The Trauma-Informed Toolkit, 2013)