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-traumatisation?

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)