

| | Level 1 - Realize | Level 2 – Recognize (trauma in clients/students), needs of improvement in agency, self | Level 3 and 4 – Respond and Avoid Re-Traumatization | Level 5 Re-imagine Engaging in Prevention/Changing the System |
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| Description | <ul style="list-style-type: none"> ● Organization members/staff have a basic understanding of individual (including their own) and community level trauma and impacts. ● Organization utilizes common language to reference trauma. ● Organization identifies at least one individual or committee to be responsible for tracking, sharing information, and convening staff for completion of proposed activities. | <ul style="list-style-type: none"> ● Organization gains global understanding of its strengths and weaknesses towards becoming trauma-informed. ● Organization participates in regular trainings to mitigate trauma and build resilience (staff and client level). ● Organization creates a plan of action to address areas of improvement. | <ul style="list-style-type: none"> ● Organization ensures sustainability of continued improvement to be a trauma-informed agency, including implementation of action plan and establishment of standing committee to lead the work. | <ul style="list-style-type: none"> ● Organization participates on a larger scale of systems change to create an environment of safety and resilience in the larger community. |
| Activities | <p>Step 1: Identify an individual or committee to coordinate sharing of films and trainings.</p> <p>Step 2: 90% (preferably 100%) of employees participate in at least one full-length film screening and at least one training.</p> <p>*Click here for an inventory of recommended films and trainings</p> | <p>Step 1. At least one global organizational assessment is completed by leadership.</p> <p>Step 2. At least one organizational assessment is completed by staff (at least 90%) and clientele (patients, students/families, customers)</p> <p>Step 3. A comprehensive plan of action is developed based on assessment results.</p> <p>Step 3. Trauma informed and/or resiliency trainings are held at least annually on work time.</p> <p>*Click here for a list of organizational assessments.</p> | <p>Step 1. Implementation of action plan, including tracking process in the organization such as updating policies and procedures. Establishing a systematic way to track implementation of the action plan, reporting progress of action to employees and clients on a regular basis.</p> <p>Step 2. Standing committee (or individual in smaller agency) is established to continue implementation of action plan, regularly solicit feedback and reviews organization’s policies & practices, and brings recommendations to leadership. Responsible for revisiting assessment annually (or agreed upon timeframe) and revising action plan as needed.</p> | <p>Step 1. Systems change challenges and/or barriers are identified.</p> <p>Step 2. Policy change is proposed to system/organization/entity responsible.</p> |
| Assessment | <ul style="list-style-type: none"> - Self-assessment: Individuals log participation in proposed activities. - | <ul style="list-style-type: none"> - Presentation of organizational assessment results and plan of action is presented to employees. - Optional, but encouraged to share successes, lessons learned, and progress with Task Force. Contact RTF to set this up. | <ul style="list-style-type: none"> - Organizational tracking of completed steps 1-2. - Procedures or policies are put in place for establishment of a standing committee. - Progress tracking of action plan implementation - Reassessment and revision of action plan on a regular basis | |