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

Program: ________________________________ Date: ____________________

DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS

<table>
<thead>
<tr>
<th>DOMAINS 1A: SAFETY – Ensuring Physical and Emotional Safety</th>
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</table>

_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.

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<thead>
<tr>
<th>Safety Issue A:</th>
<th>Action to Resolve Issue A:</th>
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Append extra sheets as needed (see page 16).
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: ____________________________

Append extra sheets as needed (see page 16).
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:  _____________________________________________________

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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.

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Collaboration Issue A: __________________________________________________________

Action to Resolve Issue A: ______________________________________________________

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Timeframe and Person Responsible: ______________________________________________

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Collaboration Issue B: __________________________________________________________

Action to Resolve Issue B: ______________________________________________________

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Timeframe and Person Responsible: ______________________________________________

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Collaboration Issue C: __________________________________________________________

Action to Resolve Issue C: ______________________________________________________

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Timeframe and Person Responsible: ______________________________________________

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**DOMAIN 1: PROGRAM PROCEDURES AND SETTINGS**

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<th><strong>DOMAIN 1E: EMPOWERMENT</strong> -- Prioritizing Empowerment and Skill-Building</th>
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<tbody>
<tr>
<td>The program's activities and settings prioritize consumer empowerment and skill-building.</td>
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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.

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**Empowerment Issue A:** ____________________________

**Action to Resolve Issue A:** ____________________________

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**Timeframe and Person Responsible:** ____________________________

**Empowerment Issue B:** ____________________________

**Action to Resolve Issue B:** ____________________________

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**Timeframe and Person Responsible:** ____________________________

**Empowerment Issue C:** ____________________________

**Action to Resolve Issue C:** ____________________________

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**Timeframe and Person Responsible:** ____________________________

Append extra sheets as needed (see page 16).
**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.

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Timeframe and Person Responsible: __________________________

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

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Append extra sheets as needed (see page 16).
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: _____________________________________________________
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Timeframe and Person Responsible: ____________________________________________

Choice Issue B: ______________________________________________________________

Action to Resolve Issue B: _____________________________________________________
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Timeframe and Person Responsible: ____________________________________________

Choice Issue C: ______________________________________________________________

Action to Resolve Issue C: _____________________________________________________
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Timeframe and Person Responsible: ____________________________________________

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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: ________________________________________________

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Timeframe and Person Responsible: _________________________________________

Empowerment Issue B: _____________________________________________________

Action to Resolve Issue B: ________________________________________________

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Timeframe and Person Responsible: _________________________________________

Empowerment Issue C: _____________________________________________________

Action to Resolve Issue C: ________________________________________________

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Timeframe and Person Responsible: _________________________________________

Append extra sheets as needed (see page 16).
DOMAIN 2: FORMAL SERVICE 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: _____________________________________________________

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Timeframe and Person Responsible: ____________________________________________

Policy Issue B: ________________________________________________________________

Action to Resolve Issue B: _____________________________________________________

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Timeframe and Person Responsible: ____________________________________________

Policy Issue C: ________________________________________________________________

Action to Resolve Issue C: _____________________________________________________

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Timeframe and Person Responsible: ____________________________________________

Append extra sheets as needed (see page 16).
DOMAINE 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: _____________________________________________________

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Timeframe and Person Responsible: ____________________________________________

Assessment/Planning/Services Issue C: _____________________________________________

Action to Resolve Issue C: _____________________________________________________

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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.

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<th>Administrative Support Issue</th>
<th>Action to Resolve Issue</th>
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**DOMAIN 5: STAFF TRAUMA TRAINING AND EDUCATION**

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## 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.

<table>
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<th>Human Resources Issue A:</th>
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*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 ___: ___________________________________________________

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Timeframe and Person Responsible: ________________________________________________

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Action to Resolve Issue ___: ___________________________________________________

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