



# REPLAY GUIDE



## *Trauma-Informed Care 101: Understanding Your Role in Creating a Trauma-Informed Environment*

Our Replay Guides help you get the most out of our free training resources by providing suggestions for how to use our archived training for individual professional development or with your team.

### **HOW TO USE THE REPLAY GUIDE**

#### ***Individual Professional Development***

The Replay Guide can support individual learning by:

- Clarifying how much time you might need for this training and options to fit it into your schedule.
- Providing reflective questions to consider at various points in the training.
- Suggest resources and next steps to cement and apply your learning in your work!

#### ***Team Professional Development***

The Replay Guide can support team learning by:

- Providing options to cover training content based on the amount of time your team can allocate to training.
- Offering a few reminders about how to prepare for a successful training.

- Helping you plan where to pause for discussion and providing questions to get started.
- Including opportunities for agency-specific discussion and activities.
- Suggesting follow-up resources and next steps.

Note: A self-paced version of *Trauma-Informed Care 101: Understanding Your Role in Creating a Trauma-Informed Environment* is [available on the CalTrin website](#) and may be a useful alternative to the recorded training discussed in this guide.

## Trauma-Informed Care 101: Understanding your Role in Creating a Trauma-Informed Environment

### TRAINING DESCRIPTION

The presenter will provide an overview of trauma-informed care and how it has been applied across child- and family-service settings. The presentation will define trauma and trauma-informed care and discuss the specific steps to creating a trauma-informed approach, highlighting the role that you can play in this transformation. These steps include creating a culture shift at the organizational level, creating a safe environment for staff and clients, addressing secondary traumatic stress at the individual and organizational level, and implementing specific tasks within your organizational scope. You will be encouraged to identify ways you can personally implement some of these practices in your role.

## TRAINING OBJECTIVES

### Learners will:

- Define a trauma-informed approach
- Describe the steps to creating a trauma-informed agency
- Outline the core principles of trauma-informed care within an agency setting
- Identify ways in which they can apply trauma-informed principles within their specific role

## THIS REPLAY INCLUDES:

- Webinar recording
- Presentation slides (PDF)
- Additional resources

## WHERE TO FIND THE REPLAY

[Click here](#) for the *Trauma-Informed Care 101: Understanding Your Role in Creating a Trauma-Informed Environment* Replay.

# Individual Professional Development

## PREPARE

- Set aside about 1.25 hours to [watch the recording](#) in a quiet location with few distractions.
- If you cannot find a block of time to complete the entire training at once, we suggest breaking it into two sessions:
  - Session 1 (0:00-27:53): What is trauma and trauma-informed care? What does it mean to have a trauma-informed approach, and what are the benefits?
  - Session 2 (27:54 – 1:10:40): The four steps in creating a trauma-informed agency: creating a culture shift, creating a safe environment for staff and clients, addressing secondary traumatic stress at the individual and organizational levels, and implementing specific tasks within your organizational scope.
- Consider inviting a colleague to watch the training and plan to discuss it when you have both completed it.
- If you learn best by taking notes, [print the note-taking slides](#) beforehand.

## REFLECT

- Pause the recording at each of the following points in the recording:
  - (12:25/Slide 11) What experiences might be considered traumatic?
  - (52:55/Slide 32) What strategies have you used to promote safety?
  - (1:02:06/Slide 38): What are strategies you have used to address secondary traumatic stress at the individual or organizational level?

- As you watch the Implementing Trauma-Informed Principles in Action section (1:02/slide 39), use the [Reflection Worksheet](#) at the end of the guide to consider the following questions for each principle:
  - What core competencies of this principle does my agency do well?
  - What is challenging for my agency?
  - What strategies can I implement at the individual level?

## RESOURCES AND NEXT STEPS

- Use the list of resources at the end of the presentation (slide 53) to continue learning. You can also visit CalTrin's blog post, [Resources to Support a Trauma-Informed Approach to Child and Family Service](#).
- Create an ***elevator speech*** about why your agency should become more trauma-informed and share it with your team and leadership.
  - An elevator speech is typically about 30 seconds, the time it takes to share the information while riding together in an elevator.
  - Use what you've learned to write a 2-3 bullet speech that explains what trauma-informed care is, why it's important, and what would be different in your agency as a result of implementing a trauma-informed approach.

# Team Professional Development

## PLANNING THE TRAINING

- **Determine how much time you have for team training.** You will likely need approximately two hours to complete the entire training in a group setting. The amount of time your team needs will depend on how much discussion and interaction you would like to include.
- If your team cannot schedule a larger block of training time, consider breaking the training into two or three sessions. Here is an example of how you might do this:

	How much time should we plan?	What will we cover?	Recording Start/Stop
<b>Session 1</b>	45 minutes – 1 hour	What is trauma and trauma-informed care? What does it mean to have a trauma-informed approach, and what are the benefits?	Recording Mark: 0:00-27:53 (28 minutes)
<b>Session 2</b>	1.25 – 1.5 hours <i>One hour if scheduling three sessions.</i>	The four steps in creating a trauma-informed agency	Recording Mark: 27:54 – 1:10:40 (42 minutes) <i>If planning three sessions, stop the recording at 1:02.</i>
<b>Optional Session 3</b>	45 minutes - 1 hour	To provide ample time to discuss trauma-informed care within your agency, a third session could focus on the final step in creating a trauma-informed agency: implementing specific tasks within your organizational scope.	Recording Mark: 1:02-1:10 (8 minutes)

Alternatively, you could assign part or all the recording for your team to watch independently and use team training time to discuss how what they learned applies to their work and how the six trauma-informed principles are applied within your agency. You may consider showing the recording segment in “*Optional Session 3*” to start the discussion.

## PLANNING THE TRAINING

- Consider who will attend the training and your purpose for choosing this training.
- Based on your team's needs, create a training agenda that includes one or more training objectives. You can use the webinar's learning objectives or adapt them for your team:

### *Learners will:*

- *Define a trauma-informed approach*
- *Describe the steps to creating a trauma-informed agency*
- *Outline the core principles of trauma-informed care within an agency setting*
- *Identify ways in which they can apply trauma-informed principles within their specific role*
- Anticipate agency-specific questions your team may ask.
- If you plan to use the recording during training, ensure your training space or virtual platform has adequate technology in place to share the webinar recording with participants.

## DURING THE TRAINING

- Provide a hard copy of the note-taking slides for each participant or send them to participants in advance if participants prefer digital options during in-person meetings.
- If watching the recording together, pause at the indicated reflection points. Invite participants to share their observations.
- If participants watch the recording independently, you can use these questions to check participants' understanding of the training content before discussing the steps to create a trauma-informed approach.
  - ((12:25/Slide 11) What experiences might be considered traumatic?
  - (52:55/Slide 32) What strategies have you used to promote safety?
  - (Slide 38) What are strategies you have used to address secondary traumatic stress at the individual or organizational level?

### *Agency-Specific Discussion*

- “What are Your Next Steps” (Slide 54) provides an opportunity to discuss how the principles of trauma-informed care are applied within your agency.
- Alternatively, you may wish to pause after reviewing the Core Competencies and Principles in Action slides for each principle (slides 41-53; use the recording markings noted for “*Optional Session 3*”) to discuss whether this is an area that is challenging for your agency or an area that your agency does well.
- You can provide participants with the [Trauma-Informed Principles Reflection Worksheet](#).



### ***Team Activity***

- Consider doing the Elevator Speech activity on Slide 54 (8-13 minutes) during your training.
  - An elevator speech is typically about 30 seconds, the time it takes to share the information while riding together in an elevator.
  - Give your team 2-3 minutes to write an elevator speech that explains trauma-informed care, why it's important, and what your agency would change as a result of becoming more trauma-informed.
  - Break the team into pairs or groups of three (time and space allowing) and have them share their speeches with each other (3-5 minutes).
  - Provide an opportunity for a few participants to share their speech with the larger group. (3-5 minutes).

### **WRAP-UP, RESOURCES, AND NEXT STEPS**

- At the end of the training or in a follow-up communication:
  - Remind participants where they can find the [Trauma-Informed Care 101: Understanding Your Role in Creating a Trauma-Informed Environment](#) replay if they want to review it again.
  - Invite participants to independently review [The BRAVING Inventory](#) (Brené Brown).
    - What are my BRAVING strengths? Areas to grow?
    - How are each of these observable behaviors of trust demonstrated in our agency?
  - Provide additional resources. This might include:
    - Agency-specific resources
    - CalTrin Blog Post: [Resources to Support a Trauma-Informed Approach to Child and Family Service](#)
    - [Advancing California's Trauma-Informed Systems \(ACTS Project\)](#)

- [Trauma Transformed](#)
  - [National Child Traumatic Stress Network](#)
- A CalTrin certificate is not issued for the use of replay materials. Your agency may wish to create a certificate or another method to record participation in training activities based on this Replay.
- If the purpose of the training is to set the stage for a trauma-informed culture shift, the questions and suggested processes in the [Creating Cultures of Trauma-Informed Care \(CCTIC\): Self-Assessment and Planning Protocol](#) may help your leadership team frame the next steps.
  - SAMHSA's [Concepts of Trauma and Guidance for a Trauma-Informed Approach](#) also provides questions across ten domains of organizational change to consider when implementing a trauma-informed approach (pp 12-16).
  - Another tool to assess an organization's approach to secondary traumatic stress prevention and intervention is the [Secondary Traumatic Stress Informed Organizational Assessment \(STSI-OA\)](#). This tool takes about 15-20 minutes to complete. If your team plans to complete it together, allow extra time for discussion and consensus building.
  - If you are looking for additional evaluation options, check out Trauma Transformed's [Organizational Assessment Grid](#) of ten tools that evaluate alignment with trauma-informed principles.
- [Contact CalTrin](#) with questions or feedback!

# Trauma-Informed Principles in Action Reflection Worksheet

Watch the Implementing Trauma-Informed Principles in Action section (1:02/slide 39), and consider each principle:

Core Principle	What core competencies does my agency do well?	What is challenging for my agency?	What strategies can I implement at the individual level?
Understanding Trauma and Stress			
Compassion and Dependability			
Safety and Stability			
Collaboration and Empowerment			
Cultural Humility and Responsiveness			
Resilience and Recovery			