



Prioritize & Create a Work Plan

The application of trauma-informed and healing-centered approaches will vary from setting to setting. Because it becomes part of an organization’s culture and approach to service delivery, agencies will prioritize opportunities reflecting their own circumstances and environments. Identifying a method for prioritizing these opportunities and developing a work plan will help an agency move forward without becoming overwhelmed by the possibilities. Whether these are micro-level changes that involve individual practice, or meso- and macro-level changes that target policy and practice of an organization or community, it is important to build support. It’s not uncommon for change to be met with resistance, however, the following considerations can help ensure that trauma-informed and healing-centered changes are adopted and sustained. An organization that is actively working through the Prioritize & Create a Work Plan module is at *Trauma-Responsive* on the Roadmap to Healing.

CONSIDERATIONS

» Methods for prioritization include:

- o Choose one of the [TI Principles](#) for initial efforts. For example, many agencies prioritize issues of safety as the concrete aspects of physical safety in a service setting can be an easy place to start.
- o Pick the “low hanging fruit” – starting with what is easiest to change or will make the biggest difference for clients and staff.
- o Identify efforts that are high impact and low cost.
- o Identify current practices that will have a negative impact, if not addressed.
- o Use data from the assessment for guidance.

ACTIONS

- Set aside time to review results from your assessment. Discuss areas where you are doing well and areas where you would like to improve.
- Brainstorm strategies and activities needed to achieve improvement.
- Create a work plan. Organizing the areas for opportunity in a [spreadsheet](#) provides an easy method for keeping track of possible solutions, next steps, responsible party(ies), and measures for change.
- When appropriate, integrate strategies and activities into your ending the HIV epidemic and integrated HIV prevention and care plans.
- Consider changes to [policy](#) and [practice](#) through the lens of TI Principles.

STATE EXAMPLE

NEW JERSEY

New Jersey’s RWHAP Part B Program hired external consultants to facilitate the implementation of their trauma-informed approach. Through this avenue, they engaged health department staff, sub-recipient agency leadership, as well as HIV-service providers to develop a plan over the course of two regional meetings and subsequent web conferences. The plans and preparations included the following: vision and plan for integration; development of policies and procedures; establishment of performance measures and data collection processes and systems; documentation and clinical quality improvement; plan for staff roles, responsibilities and skills training; intervention selection and training plan; financial considerations and reimbursement; referral and tracking between HIV provider and CBO sites; preparing the service environment; and, preparing for and managing change.