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Organisational self-assessment tool guide – service

# ****Introduction****

The ACI [Trauma-informed care in mental health services across NSW – A framework for change](https://aci.health.nsw.gov.au/__data/assets/pdf_file/0006/719871/ACI-Trauma-informed-care-and-practice-in-mental-health-services-across-NSW-Framework.pdf)was published in 2022 to support the implementation of trauma-informed care in mental health services across NSW. The framework identifies what good practice looks like for mental health systems, services, and staff. It includes related actions.

**[Your service name]** is committed to the implementation of the framework across our services.

The organisational self-assessment tool enables NSW Mental Health services to assess themselves against the service level actions.

# Who completes the organisational service self-assessment tool

These teams are asked to complete the assessment:

* **[List team names]**

Within each of these teams, the following roles are asked to complete the tool from a service perspective:

* **[List roles being asked to complete the assessment]**

# How to complete the assessment

The organisational self-assessment tool is located in QARS (Quality Audit Reporting System).

QARS can be accessed via the login page: <https://qars.cec.health.nsw.gov.au/>. Enter your StaffLink ID and password.

To access the *Trauma-informed care service organisational self-assessment*, you will have received an invitation to participate. Please follow the prompts within that email.

The assessment will take approximately 15-30 minutes to complete. Please aim to complete it in one sitting. It is not necessary to spend a long time on each question. The aim is to capture a snapshot of the strengths and areas for development of your team in relation to trauma-informed care.

The results will help to guide areas of focus to support your team.

Please compete the tool by **[completion date]**.

# Rating scale definition

**Yes**: This action is consistently applied (i.e. not just a single instance) in all relevant situations.

**No**: Never completed.

**In progress**: Infrequent action, may have started, however not consistently applied. More improvement required.

# Contact

Please contact **[contact name]** for further information and support.

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