



**National Trauma
Transformation
Programme**

Responding to Psychological
Trauma in Scotland

A Roadmap for Creating Trauma-Informed and Responsive Change

Guidance for Organisations, Systems and
Workforces in Scotland

Appendix C: Action Planning Template



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Action planning template

Once your organisation has completed the self-assessment to identify your progress, strengths and opportunities for improvement in embedding a trauma-informed and responsive approach, the next step is to use those findings to identify key priorities for your organisation and work through the template below to develop an action plan. The template can be amended as needed.

What are our intended outcomes for embedding a trauma-informed and responsive approach in our organisation?

What priorities have we identified through completing the self-assessment?

Priority 1

Priority 2

Priority 3

Priority identified through self assessment	What are the short-, medium- and long-term activities needed to progress this priority?	Who should lead on these activities? Who else needs to be involved?	Are there resources (time, funding) required to support this work? Any additional support needed?	When do these activities need to take place by?	What will success look like? How will this be measured?



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