Trauma-Informed Practice: Facilitator Certification

A Lead Coach observation tool to certify in-house TIC facilitators.

PRACTICE FOUNDATIONS · TACTICAL SKILLS · PEER ENGAGEMENT · INFRASTRUCTURE

CANDIDATE NAME	LEAD PRACTICE COACH	DATE OBSERVED	SCORE
			/16

1 Practice Foundations & Safety

"The Why &The How"

Does the facilitator establish psychological safety for learning?

- ☐ **The 'Shift'**
  Facilitator effectively explains the move from 'What's wrong with you?' to 'What happened to you?'
- ☐ **Biological Literacy**
  Can explain the Window of Tolerance and how stress impacts the practitioner and client.
- ☐ **Safety Stewardship**
  Establishes clear 'Safe-Out' protocols and content warnings before starting sensitive modules.
- ☐ **Vicarious Trauma Awareness**
  Explicitly addresses practitioner self-care and resilience-building during the session.

2 Tactical Practice Skills

"The Demonstration"

Can the facilitator demonstrate the core TIC techniques?

- ☐ **The 'Ask-Offer-Ask' Loop**
  Demonstrates the technique perfectly during a mock practice scenario.
- ☐ **Grounding Strategies**
  Leads a 5-4-3-2-1 or Box Breathing exercise with confidence and appropriate pacing.
- ☐ **Validation / Reflection**
  Uses 'Agreement with a Twist' to handle practitioner resistance or skepticism.
- ☐ **The Warm Handoff**
  Clearly explains how to bridge a client to a new resource while maintaining trust.

3 Facilitation & Peer Engagement

"The Room Management"

Can the facilitator manage and engage the room effectively?

- ☐ **Energy Management**
  Maintains high engagement for 60+ minutes using tone, movement, and eye contact.
- ☐ **Scenario Management**
  Can set up, freeze-frame, and debrief a practice exercise without losing the room.
- ☐ **Navigating Resistance**
  Handles a 'difficult' participant using TI principles — validates the person, redirects the behavior.
- ☐ **Practice Tools**
  Uses the PowerPoint and Workbooks as support tools, not as crutches.

4 Infrastructure & Fidelity

"The System Literacy"

Does the facilitator know the supporting systems and tools?

- ☐ **Feedback Collection**
  Knows how to distribute and collect the Post-Event Feedback forms to track practice impact.
- ☐ **Real-World Application**
  Can answer: 'How do I do this on Monday morning with a caseload of 40?'
- ☐ **Practice Hub Literacy**
  Can show practitioners exactly where to find the Safety Guidelines in the digital portal.

Final Determination

Candidate must check 14 of 16 boxes, including all of Pillar 1, for full certification.

☐ **FULLY CERTIFIED**

14 of 16 boxes checked + all Pillar 1 items

Lead Coach Signature: _____

Eligible to facilitate TIC sessions independently.

☐ **PROVISIONAL**

Score below 14/16 or missing any Pillar 1 item

Lead Coach Signature: _____

Co-facilitate 2 sessions with a Certified Facilitator.