



PS 180 Trauma Risk Management (TRiM) Policy

July 2014

Version No 1.0

Statement of Legislative Compliance

This document has been drafted to comply with the general and specific duties in the Equality Act 2010; Data Protection Act; Freedom of Information Act; European Convention of Human Rights; Employment Act 2002; Employment Relations Act 1999, and other legislation relevant to policing.

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AIMS AND OBJECTIVES OF THE POLICY

Due to the nature of police work there will be occasions where staff may be exposed to traumatic incidents. Traumatic incidents have the potential to have a long-term distressing impact on individuals or groups. Whilst the majority of staff will cope with these events others may develop physical and/or emotional and psychological problems. It is recognised within the medical profession that treatment for psychological illness is more likely to be effective if intervention can take place at an early stage after the event. The longer symptoms are allowed to develop the less likely it is that treatment will be effective.

Trauma Risk Management (TRiM) is a peer led process during which a structured risk assessment is conducted in relation to staff that have been exposed to a potentially traumatic incident. The objective is to identify staff that may be at risk of developing psychological illness as a result of that exposure and to facilitate additional support and where necessary, sign post to specialist medical care through the Occupational Health Unit.

TRiM is not treatment or counselling, but a recognised method of assessing risk after traumatic exposure whilst at work.

The TRiM process does not cause any risk of harm.

The aims and objectives are:

1. To effectively manage the welfare needs of individuals who are, or have been exposed to a potentially traumatic incident.
2. To identify staff who may be in need of additional welfare support at an early stage and to signpost them to specialist medical care, therefore reducing the risk of illness developing in staff.
3. To promote a healthy work force and contribute towards reducing staff absence.

POLICY STATEMENT

Confidentiality

TRiM is a confidential process with the exception of any the below criteria being identified or disclosed:

- the individual may cause harm to themselves
- the individual may cause harm to others
- the individual is or has been involved in criminal activity

The following records will be kept: details of the incident, dates of TRiM briefing, names of those attended and/or not attended names, dates and scores of TRiM risk assessments offered and attended. Records will be kept securely by the TRiM Lead Coordinator and access will be restricted to those with a responsibility for managing, or recording TRiM intervention.

Trim Criteria

It is difficult to be prescriptive about exactly what a traumatic incident may be as individuals will respond differently in different circumstances. It is, therefore, important that supervisors and managers closely monitor their staff in order to try and identify stress reactions. Though it is clearly not practicable to consider a TRiM intervention after every incident, consideration should be given in the following circumstances:

- where staff experience or witness serious injury, particularly involving colleagues
- where an incident involves death, disablement, disfigurement or is perceived as threatening to the integrity of life of an individual
- where the incident is complex, long-lasting and / or multiple
- where the incident has involved a member of staff in a serious 'near miss' situation
- where an individual member of staff is demonstrating acute stress symptoms

Action Time Scales

Time Line	Action Required
0 hours	Depending on the scale of the event, early contact with the TRiM Coordinator should be considered.
Site management strategies	Immediate post-incident welfare check / briefing by line manager / supervisor
0 – 24 hours	<ul style="list-style-type: none"> • Managers / Supervisors should consider TRiM intervention if the TRiM criteria has been met • Contact should be made with the TRiM Coordinator • The following information should be made available: <ol style="list-style-type: none"> 1. details of the event 2. details of staff involved 3. details of availability of staff 4. contact details of staff involved
72 hours + Intervention Phase	<p>The TRiM Practitioner will:</p> <ul style="list-style-type: none"> • Conduct a filtering assessment of those involved and determine the level of intervention required • Conduct risk assessments / welfare briefings, where required • Inform TRiM Coordinator and manager / supervisor where additional support is considered necessary • Arrange follow up meeting <p>The manager / supervisor will:</p> <ul style="list-style-type: none"> • Be responsible for referring the member of staff to the Occupational Health Unit where additional support is considered necessary • Monitor staff for delayed stress reactions • Ensure staff make themselves available for follow up meeting
28 days and 3 month follow up	The TRiM Practitioner will conduct follow ups and managers / supervisors will continue to monitor the welfare of staff and refer back if necessary

Roles / Responsibilities

Managers / Supervisors Responsibilities

After a serious incident managers / supervisors should:

- Conduct a welfare check with affected staff immediately after the incident
- Refer incidents to the TRiM Coordinator where appropriate
- Support the TRiM process
- Consider making staff aware of support available from the Police Federation or Staff Associations

Support from the TRiM team can be requested by either contacting the TRiM Co-ordinator or Deputy or by emailing brief details through to the 'Trauma Incident Management' inbox on Outlook.

Role of the TRiM Lead Coordinator

The Lead TRiM Coordinator is responsible for the identification of TRiM practitioners who will deliver the process to members of staff and the facilitation of training / professional update. They will also be responsible for managing / coordinating the TRiM team and recording each TRiM intervention including those that have been declined. They will be supported by a Deputy Lead TRiM coordinator.

Role of the TRiM Practitioner

- Identify the most appropriate timeframe with which a management strategy should be implemented following an incident
- Provide TRiM briefings and interviews where required
- Record all instances of intervention, including those that have been declined
- Decline involvement if they have had operational involvement with the identified trauma
- Advise supervisors / managers when additional support may be required (supervisors / managers will retain responsibility for OHU referral where necessary)
- Keep details of an intervention confidential except where there is a suggestion of potential risk of harm or criminal disclosure.
- Decline to become involved in a specific incident or with a specific employee if for any reason they feel their involvement is not appropriate
- Attend TRiM team meetings and participate in continued professional development

RELATED DOCUMENTS AND APPENDICES

ADMINISTRATION

Registered Owner	
Owner	Author
Ch Insp Shaun Ostle	T/Insp Ash Thornton

Monitoring and review	
Measure	Date/period and process of review

Version Control	
Section changed	Details of change
V1.0	New Policy