



## CHECKLIST

- Private onsite location (put closed sign on door for duration of debriefing to avoid interruption)
- Water
- Kleenex
- Circle seating (if possible)
- FORM: Debriefing Intake & Tracking
- FORM: Sample script
- HANDOUT: Resilience Rx: Debriefing Support
- HANDOUT: Anonymous Post-Debriefing Survey

## PROTOCOL

### INTRODUCTION

Introduce yourself and co-facilitator (if you have one) and verbalize the ground rules.

- How debriefing lessens the impact
- Eat/sleep/work better
- Not a critique/investigation
- No rank
- No pagers/radios
- Confidential: no notes or recordings
- Speak only for yourself
- Not required to speak

### PROCESS

Going around the circle in a clockwise fashion, ask the following questions [in blue] one at a time. Allow each participant to answer before moving on to the next.

### FACTS:

- State your name, the role you played in the event, and a brief description of what happened from your viewpoint.

### THOUGHTS:

- What were your first or most prominent thought as this unfolded?

### REACTIONS:

- What was the worst or hardest part for you?
- What reactions were most painful?

### SYMPTOMS & STRESS EDUCATION:

- Distribute Resilience Rx: Debriefing Support
- What aftershock symptoms have you experienced? Have they improved?
  - Physical
  - Cognitive
  - Behavioral
  - Emotional
  - Spiritual
- What has life been like since this happened? What emotions are hardest to deal with?
- Review triggers and self-care tips:
  - Normal reactions to an abnormal event
  - Give it time
  - Importance of self-care
  - Talk with others
  - Support one another
  - Maintain routine
  - Seek help if needed

### RE-ENTRY

- Are there any final questions?
- Reiterate confidentiality
- Distribute anonymous debriefing survey

### POST-DEBRIEFING

- Complete paperwork if needed
- CISM Hotline: 410-313-2473