

Royal Children's Hospital	<b>POLICY: CRITICAL INCIDENT &amp; CUMULATIVE STRESS DEBRIEFING</b>	<b>Policy No:</b>
		<b>Issue Date: 12.02.14</b>
Gatehouse Centre (for the Assessment & Treatment of Child Abuse)		<b>Review Date: 12.02.15</b>
		<b>Page 1 of 2</b>

## 1. Policy statement

The Gatehouse Centre has a commitment to providing appropriate support to its staff through a range of means. The opportunity to participate in/access individual and/or group critical incident and individual and/or group cumulative stress debriefing is considered important for all staff.

## 2. Persons affected

Gatehouse Centre staff

## 3. Definitions of terms

- *Critical Incident Debriefing*

Critical Incident debriefing is available to staff as required, through the hospital EAP provider, following a specific incident. This service may be used in cases where the incident is such that the staff member requires debriefing prior to leaving work or completing their shift or as soon as practicable for the staff member. The need for this urgent service is to be determined in consultation with your supervisor/team leader. This emergency service is available 24 hours a day.

- *Cumulative Stress Debriefing*

This debriefing has been available in the past on a regular basis to staff who commit to attend group cumulative debriefing. The purpose of such debriefing was to address the ongoing stress factors associated with the Gatehouse Centre's field of work.

Group or Individual cumulative stress debriefing can be requested (in consultation with staff supervisor/team leaders) as required.

## 4. Responsibilities

*Gatehouse Centre staff are responsible for:*

- Discussing their debriefing needs with their supervisor/team leader
- Informing their supervisor/team leader of any critical incidents
- Completing an evaluation form after attending any debriefing

*Gatehouse Centre team leaders are responsible for:*

- Informing the Director of any critical incidents

<b>Royal Children's Hospital</b>	<b>POLICY: CRITICAL INCIDENT &amp; CUMULATIVE STRESS DEBRIEFING</b>	<b>Policy No:</b> <b>Issue Date: 12.02.14</b>
<b>Gatehouse Centre (for the Assessment &amp; Treatment of Child Abuse)</b>	<b>Review Date:</b> 12.02.15	
	<b>Page 2 of 2</b>	

- Informing the Director of any debriefings that have been arranged
- Organizing the critical incident or cumulative stress debriefing UNLESS the staff member(s) concerned choose to do this themselves following discussion with their supervisor/team leader
- Providing their staff who attend a debriefing with an evaluation form

## 5. Other Relevant References

Gatehouse Centre debriefing manual