



External Debriefing Request Guidelines

These guidelines were developed in 2014 by the NEW Partnership (Now WCWPDS) and the Behavioral Health Training Partnership Steering Committees

External Debriefers – **Need:** County agencies may have a need to access DHS/DSS/DCP debriefers external to their agency (trained by another county agency through the Crisis Debriefing training provided by the Behavioral Health Training Partnership) to respond to their staff following a critical incident.

Process to Access External Debriefing: If a county agency needs to access external crisis debriefing, the requesting county agency director or point person will contact the agency director or point person of their choice from the external debriefing spreadsheet provided by the Behavioral Health Training Partnership. [Note: It is recommended that individuals debrief 1-2 times per year to keep their skill set practiced.]

How the Spreadsheet is Developed: The Behavioral Health Training Partnership will develop and maintain a spreadsheet that identifies the county agency, the director contact information, the point person contact information, whether the agency is willing to provide external crisis debriefing, and how many times per year external crisis debriefing can be provided. This spreadsheet will be forwarded to all county agency directors and agency point persons.

In order to develop this spreadsheet, county agency directors who have DHS/DSS/DCP staff trained as crisis debriefers through the Crisis Debriefing training provided by the BHTP will be asked by the BHTP following the each Crisis Debriefing training session if they are willing to have their staff provide crisis debriefing outside of their county. If the response is affirmative, the agency director will be asked how many times per year they want their staff (collectively) to provide external crisis debriefing.

As the BHTP becomes aware of changes to the agency director or point person, the BHTP will update the spreadsheet to reflect the new contact information for an agency and will share it with all agency directors and point persons.