

## APPLICATIONS for TRAINERS to Join the Three-Tiered Intimate Partner Violence Training Series Initiative

By Collaborating with the Office of Domestic Violence  
Strategies and the Behavioral Health Training and Education  
Network as Subject Matter Experts and Trainers

Responses must be sent by 3:00PM on Friday, August 27, 2021 to Leah Mundy-  
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Questions related to this request should be submitted via e-mail to  
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## **A. Introduction to Three-Tiered Intimate Partner Violence Training Series/Statement of Purpose**

Across the United States, 1 in 4 women and 1 in 7 men have experienced severe physical violence by an intimate partner. 112 people died from domestic violence incidents in Pennsylvania in 2018.<sup>1</sup> Domestic violence (DV) and intimate partner violence (IPV) are complex and potentially lethal issues that impact people from all cultural, socioeconomic, and religious backgrounds. Due to the widespread nature of IPV and the inherent danger it presents, behavioral health professionals and frontline social services staff need current, comprehensive training on the subject in order to best serve their clients and communities.

Historically, the Philadelphia Department of Behavioral Health and Intellectual disAbility Services (DBHIdS) and the Office of Homeless Services (OHS) have partnered with the Office of Domestic Violence Strategies and the Behavioral Health Training and Education Network (BHTEN) to offer two IPV courses, twelve times throughout the year. In the 2019-20 fiscal year, a Three-Tiered IPV Training Series was proposed and planned to expand upon those two foundational courses and to increase the capacity of the Philadelphia behavioral health community to identify and appropriately respond to IPV. Due to the COVID-19 pandemic, that training series was put on hold until it was launched as a virtual training series in fiscal year 2020-21. By the end of that fiscal year, 478 people had participated in the training series.

Based on high demand and positive feedback from the 2020-21 courses, ODVS and BHTEN are planning to add additional courses to the 2021-22 series. This training series will continue to increase recognition of IPV and support appropriate prevention and clinical interventions. The trainings should help participants become more willing, ready, and able to intervene with someone experiencing IPV. Tier I will equip participants with a foundational overview of the general dynamics of IPV via an e-learning course on the DBHIdS Learning Hub. In Tier II's instructor-led trainings, participants will learn about the patterns of abuse, trauma-informed responses to abuse, safety planning, cultural dynamics for victims and individuals who are abusing their partners, and resources and referrals for victims and individuals who are abusing their partners. Tier III's instructor-led trainings will include advanced workshops for clinicians offering treatment to individuals who may be experiencing or committing IPV. The courses included in Tier III will explore practical applications of the knowledge base established in Tiers I and II to build upon clinicians' screening, assessment, and intervention skills.

For the 2021-22 training series, plans include adding additional sessions of each Tier II course to meet demand and to introduce new Tier III courses in the selected topic areas outlined in Section G.

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<sup>1</sup> Source: <https://www.pcadv.org/about-abuse/domestic-violence-statistics/>

## **B. DBHIDS Organizational Overview**

The Philadelphia Department of Behavioral Health and Intellectual disAbility Services (DBHIDS) oversees BHTEN and this training application and opportunity. DBHIDS is responsible for administering a broad array of treatment, intervention, prevention, and support services to individuals, families, and communities experiencing difficulties related to mental health challenges, intellectual disabilities, and substance-related conditions. The Department has a long history of providing innovative and groundbreaking services in Philadelphia for people in recovery, family members, providers and communities and has become a national model for delivering behavioral health care services in the public sector.

In 2005, DBHIDS initiated a system transformation to change service delivery for people who live with behavioral health challenges. Transformation in Philadelphia moves beyond the field's historical focus on pathology and disease to a model directed by the person in recovery's needs, wants and desires and that emphasize the individuals' culture, resilience, and unique recovery processes. A recovery/resilience-oriented system attends to the issues of symptom reduction but ultimately provides access to services, supports, environments, and opportunities that help individuals restore a positive sense of self and rebuild a meaningful and fulfilling life in their community. Through the implementation of recovery/resilience-oriented innovative, evidence-based, evidence-informed, and promising practices, the system transformation holds the potential to improve quality of care and the lives of service recipients and their families.

The core values of the transformation were drawn from the earlier work of the Recovery Advisory Committee and from the values identified in the report issued by the mayor's Blue Ribbon Commission on Children's Behavioral Health and can be found in the Practice Guidelines for Recovery and Resilience Oriented Treatment that was issued by DBHIDS in 2011.<sup>2</sup>

## **C. Behavioral Health Training and Education Network (BHTEN)**

Philadelphia's Department of Behavioral Health and Intellectual disAbility Services (DBHIDS) has a comprehensive behavioral health system. DBHIDS is dedicated to promoting healthy behaviors and healthy communities through education and awareness building strategies. In 1996, DBHIDS founded and funded the Behavioral Health Training and Education Network (BHTEN) to support Philadelphia's behavioral health system by planning, coordinating, and providing quality educational experiences. These educational experiences are geared to a wide range of audiences, including individuals and their family members, DBHIDS staff members, behavioral health service provider organizations, and other human services and community-based organizations.

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<sup>2</sup> Source: <https://dbhids.org/practice-guidelines>

BHTEN is comprised of a diverse, innovative, and multidisciplinary team who bring an array of experience as trainers and educators, behavioral health and human service providers, family members, persons with lived experiences, and community members.

BHTEN has a robust training catalog, which includes courses on anti-violence/bullying, foundational and advanced trauma training, DBHIdS sponsored evidence-based practices, mental health education and prevention, supervision, Department of Drug and Alcohol Programs (DDAP) regulatory trainings, and religious/spiritual outreach. BHTEN courses are offered in a variety of modalities, including: in person classroom, e-learning, train-the-trainer, and blended. More information and a full list of courses offered are available on the BHTEN website ([www.bhten.com](http://www.bhten.com)).

#### **D. Office of Domestic Violence Strategies**

The Office of Domestic Violence Strategies (ODVS) works to support the City's Health and Human Service (HHS) agencies to strengthen their capacity to identify and appropriately respond to Intimate Partner Violence (IPV). As the only City office dedicated solely to address intimate partner violence or domestic violence issues, ODVS aims to develop policies and practices that safely support families affected by IPV, ensure access to inclusive services, and create an IPV-competent HHS workforce.

#### **E. General Disclaimer**

This application process does not commit BHTEN to award training opportunities. This application and the process it describes are proprietary and are for the sole and exclusive benefit of BHTEN. No other party, including any Respondent, is intended to be granted any rights hereunder. Any response, including written documents and verbal communication, by any Applicant to this application shall become the property of and may be subject to public disclosure by BHTEN.

#### **F. Need for DV/IPV Services in Philadelphia**

There is not data currently available about IPV prevalence among CBH and DBHIdS consumers. Research, however, has shown that adult and youth IPV victimization are associated with higher prevalence of mental and physical health problems such as: heavy drinking, depression, suicidal ideation, smoking, chronic pain, difficulty with sleeping, activity limitations, etc.<sup>3 4</sup>

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<sup>3</sup> Exner-Cortens, D., Eckenrode, J., & Rothman, E. (2012). Longitudinal Associations Between Teen Dating Violence Victimization and Adverse Health Outcomes. *Pediatrics*, 131(1), 71–78.

<sup>4</sup> Black, M.C., Basile, K.C., Breiding, M.J., Smith, S.G., Walters, M.L., Merrick, M.T., Chen, J., & Stevens, M.R. (2011). *The National Intimate Partner and Sexual Violence Survey (NISVS): 2010 Summary Report*. Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention.

In FY19 in Philadelphia, 6% of child abuse investigations involved a family that was either experiencing domestic violence or reported having been exposed to domestic violence; when cases were specifically screened for IPV, that proportion increased to 9%. Similarly, during the same period of time, 11.6% of adults in Philadelphia’s homeless system identified as domestic violence survivors; that percentage was 13 when adults were specifically asked about it. Furthermore, over 8,000 protection from abuse orders (PFAs) are filed in Philadelphia county every year, and the Philadelphia Domestic Violence Hotline answers over 1,000 calls every month.

Survivors of IPV and their families, as well as individuals behaving abusively, may interact with behavioral health providers for services that are not IPV specific. Intimate partner violence dynamics may affect the consumer’s ability to access, participate and comply with services; may hinder effects of intervention; and, ultimately, deter positive outcomes for individuals and families. Individuals and families affected by IPV will benefit from interacting with behavioral health professionals who understand IPV, its overlap with trauma, and its impact on the safety and wellbeing of all family members.

The IPV three-tier training plan aims to increase the capacity of Philadelphia’s behavioral health community to identify and respond appropriately to IPV. The goal is to enhance the expertise of Philadelphia’s behavioral health workforce to provide comprehensive and safe services for individuals and families.

### G. Overview of Three-Tiered Intimate Partner Violence Training Series

| Training Plan Structure  |   |                            |   |                   |
|--|---|----------------------------|---|-------------------|
| Tier   | Topic   | Frequency                  | Trainer Expectations <sup>5</sup>   | Session Length    |
| Tier I<br><i>(Foundational Online Material)</i>                          | IPV Overview E-learning module                        | <b>Available on demand</b> | N/A   | <b>45 minutes</b> |
| Tier II<br><i>(Intermediate Instructor-Led Skill Building Workshops)</i> | IPV for Health and Human Services (HHS) Professionals | <b>6 sessions per year</b> | <b>In-person:</b> 6 hours facilitation + 2 hours preparation = <i>8 total hours per session</i> | <b>Full day</b>   |
|  |   |                            | <b>Virtual:</b> 4 hours facilitation + 1 hour   | <b>Half day</b>   |

<sup>5</sup> All courses will be planned as Virtual workshops through December 31, 2021. BHTEN will notify all selected trainers if In-person Classroom workshops become an option at any point during the 2021-22 series, based on current public health guidelines.

|  |   |                               |  |                 |
|--|---|-------------------------------|--|-----------------|
|  |   |                               | preparation = 5 <i>total hours per session</i>   |                 |
|  | Addressing Abusive Behaviors  | <b>3 sessions per year</b>    | <b>In-person &amp; Virtual:</b> 3 hours facilitation + 1 hour preparation = 4 <i>total hours per session</i> | <b>Half day</b> |
| Tier III<br><i>(Advanced Instructor-Led Workshops)</i> | A selection of advanced clinical skills trainings covering topics such as assessment, intervention, and trauma. | <b>6-12 sessions per year</b> | <b>In-person:</b> 6 hours facilitation + 2 hours preparation = 8 <i>total hours per session</i>              | <b>Full day</b> |
|  |   |                               | <b>Virtual:</b> 3-4 hours facilitation + 1 hour preparation = 4-5 <i>total hours per session</i>             | <b>Half day</b> |

Tier I is an existing E-learning module hosted on the DBHIDS Learning Hub. This 45-minute course provides an introduction and overview of DV and IPV. Learners who complete the course will be able to describe the difference between DV and IPV, explain differences between abusive and difficult relationships, list common misconceptions about IPV, and identify general strategies for supporting victims or survivors of abusive relationships. This course is available at no cost to all DBHIDS Learning Hub users and may be completed at any time.

Tier II contains two courses: “IPV for Health and Human Services (HHS) Professionals” and “Addressing Abusive Behaviors.” These workshops have been offered at BHTEN over the last several years through partnerships with DBHIDS, OHS, and ODVS. The “IPV for HHS Professionals” course addresses the impact of IPV on individuals and families, barriers to ending abusive relationships, trauma-informed practices for supporting survivors of IPV, and available resources and services for survivors in Philadelphia. This course will be offered six times annually. The curriculum for this course is ready for facilitation, including all educational materials. The half day course, “Addressing Abusive Behaviors,” covers the factors impacting the development of abusive behaviors, recognizing the internal process of individuals who report acting abusively, strategies to support individuals who act abusively, and identifying the participants’ own reactions to working with individuals who act abusively. This course will be offered three times annually. ODVS may provide technical assistance for approved Tier II facilitators of both workshops. Together, Tiers I and II equip participants with the foundational knowledge needed to engage with those experiencing DV or IPV, as well as those who are abusing their partners. Applicants may apply to facilitate one or both of these courses.

Tier III will be developed in partnership with approved trainers to include a variety of instructor-led skill-building workshops. Up to twelve Tier III workshops will be offered annually. These workshops for clinicians will explore broad themes of screening, assessment, and interventions, while incorporating specific areas of concern and corresponding clinical skills. For the 2021-22 training series, new Tier III course proposals should be focused on these topic areas:

1. Children and IPV (e.g. effects on children, parenting with an abusive partner, DV safety planning with children, etc.)
2. IPV, Trauma, and Clinical Skills (e.g. Stages of Change, Motivational Interviewing, etc.)
3. Clinical Skills to Work with People Who Cause Harm
4. IPV Considerations When Working with Couples (e.g. ongoing safety/lethality assessment, communication and documentation issues, confidentiality, etc.)<sup>6</sup>

Applicants may propose other IPV-focused training topics, with appropriate documentation as outlined in Section H, for assessment by the Applicant Review Committee. The intended audience for these courses will be clinicians and other members of behavioral health service teams (e.g. case managers). The workshops should be designed at an intermediate/advanced level to expand upon foundational knowledge learned in earlier tiers.

## **H. Funding**

This training initiative is being funded by DBHIDS through The Consumer Satisfaction Team, Inc. Details regarding compensation will be discussed with selected applicant(s) of this application and outlined in a presenter agreement.

## **I. Expectations of Selected Trainers**

Applicants applying to facilitate a Tier II workshop will be prepared to deliver the existing curricula for “IPV for HHS Professionals” and “Addressing Abusive Behaviors”. Applicants applying to develop a Tier III workshop should consider their IPV-focused and/or clinical areas of expertise when developing content for the series, as well as any original training curricula they have previously created which may meet the qualifications for a Tier III workshop. All proposed training topics, outlines, and/or curricula will be evaluated by the Application Review Committee to determine eligibility. Selected trainers will teach the approved course(s) within the timeframe agreed upon with the Application Review Committee. Selected trainers may seek technical assistance from ODVS as needed.

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<sup>6</sup> This is not a course about couple therapy. The course should be designed for professionals who are already providing behavioral services for couples with or without children.



Facilitators who previously offered Tier III courses do not need to re-submit those workshops for approval. The Application Review Committee will notify facilitators if their existing workshop will be considered for the 2021-22 training series.

#### **J. Eligibility for Trainers**

All applications should explain the Applicant's expertise and capacity to develop educational programs that incorporate principles of Adult Learning Theory and Trauma-Informed Practice. All applications must include a description of the Applicant's understanding of IPV, its causes, and its effects on individuals and families. Qualified applicants will possess the following credentials and/or experience:

- At least 3 years of experience providing trainings to behavioral health professionals.
- At least 3 years of experience providing direct services to individuals affected by IPV, or working with an organization that provides direct services to individuals affected by IPV.
- Experience working in a clinical setting with individuals that have experienced trauma.
- Applicants should have a master's level degree in counseling, social work or the equivalent.

#### **K. Trainer Selection**

The Application Review Committee will review and evaluate all applications received in full by the designated deadline. Trainers will be selected by the Application Review Committee based on the eligibility criteria outlined above. Applicants will be evaluated on their understanding of and commitment to providing educational courses that will grow the Philadelphia behavioral health community's abilities to identify and appropriately respond to IPV. Qualified applicants may participate in a pre-selection interview with the Application Review Committee, to ask targeted questions around training experience, proposed curriculum content, and discuss options for moving forward. Trainers and/or agencies will then be selected to become a part of the Three-Tiered Intimate Partner Violence Training Series.

***Please continue to the next page to complete the application***

**APPENDIX A**  
**IPV TRAINER APPLICATION**

|                                   |  |               |                  |
|-----------------------------------|--|---------------|------------------|
| <b>Trainer Applicant Name(s):</b> |  |               |                  |
| <b>Title(s):</b>                  |  |               |                  |
| <b>Agency/Program:</b>            |  |               |                  |
| <b>Address:</b>                   |  |               |                  |
| <b>City:</b>                      |  | <b>State:</b> | <b>Zip Code:</b> |
| <b>Phone Number:</b>              |  |               |                  |
| <b>Email:</b>                     |  |               |                  |

1. Describe your and/or your agency's experience providing DV/IPV-focused services in Philadelphia (include type of services, communities being served, and how this shapes your training approach).
  
2. Describe your clinical experience working with trauma survivors, including concrete examples of how you approach the therapeutic relationship with an understanding of trauma.
  
3. Describe your and/or your agency's experience creating DV/IPV-focused training curricula for Health and Human Services professionals.
  
4. Describe your and/or your agency's experience creating CEU-approved training content.
  
5. Are you interested in providing Tier II training? If yes, please indicate which Tier II course you would like to facilitate and why.
  
6. Are you interested in providing Tier III training? If yes, please identify which topic from the list on page 8 of this application, or provide a listing of workshop topics you would like to develop and facilitate and why.

**Appendix B**  
**Course Preparation Form**

*Instructions: Applicants should complete Appendix B for each proposed training workshop.*

The Behavioral Health Training & Education Network (BHTEN) is committed to supporting DBHIDS and other human service systems by planning, coordinating, and providing quality learning experiences in behavioral health and related topics. Our training audiences include providers and administrators of services, individuals engaged in services, family members, and other interested community members.

The information you provide on this form will be entered into a training database and will be reviewed by the BHTEN training team.

Please include your resume/curriculum vitae. This only has to be submitted the first time you complete this form.

If you believe we already have your resume or curriculum vitae, please place an X here:

|  |                 |               |
|--|-----------------|---------------|
| Please Complete this form in its entirety and return to a BHTEN STAFF PERSON |                 |               |
| Fill in BHTEN staff information below:                                       |                 |               |
| <b>Name:</b>   | <b>Title:</b>   |               |
| <b>Email:</b>  | <b>Phone #:</b> | <b>Fax #:</b> |

*Please complete items # 1, 2, & 3 for each instructor*

|   |                      |               |
|---|----------------------|---------------|
| <b>1. Full name of instructor- any <b>degrees and/or credentials</b> (also for APA, need discipline degree, current professional position and area of expertise).</b> |                      |               |
|   |                      |               |
| <b>2. Complete Mailing address:</b>   |                      |               |
|   |                      |               |
| <b>3. Contact Information:</b>  | <b>Phone Number:</b> | <b>Email:</b> |
|   |                      |               |

|                                 |                                    |                        |
|---------------------------------|------------------------------------|------------------------|
| <b>4. Training Information:</b> | <b>Date(s) of Presentation(s):</b> | <b>Start/End Time:</b> |
|                                 |                                    |                        |
|                                 |                                    |                        |
|                                 |                                    |                        |

|                             |  |  |
|-----------------------------|--|--|
|                             |  |  |
|                             |  |  |
|                             |  |  |
|                             |  |  |
| Training Location:          |  |  |
| Maximum # of Registrations: |  |  |

5. Are there any prerequisites for this course? **If yes, please explain/describe.**

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6. Title of Presentation: ***For APA, Include Instructional Level e.g. introductory, intermediate, and advanced, etc.)***

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7. Briefly describe the purpose (overall goals) of your presentation:

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8. Briefly describe the target audience:

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9. Abstract or Description: *(Up to 75 words)*

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10. Learning Objectives:

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10-A: For 3 or more Training Days List Overall Learning Objectives *(One for each day):*

**10-B:** For half (or less), 1 or 2 full-days, or 3 or more full Training Days List Daily Objectives (*At least One Per Hour*)

**11.** For each learning objective, please list a statement which describes, from the participant’s point of view, an assessment of how well he or she can perform the stated learning objective (*see the provided sample in Addendum #2*)

*BHTEN will complete this item.*

**12.** Presentation Outline: *Attach a complete outline of your presentation with time lines and breaks (see sample in Addendum #3)*

**13.** Teaching methods (place an “X” next to each teaching method to be used and the amount of teaching time you will be using that method); note that a variety of teaching methods is preferable since people learn in different ways. However, you need not include all teaching methods in your class.

|                |            |               |            |
|----------------|------------|---------------|------------|
| Didactic:      | # min/hrs: | Experiential: | # min/hrs: |
| Role Play:     | # min/hrs: | Small groups: | # min/hrs: |
| Story Telling; | # min/hrs: | Other:        | #min/hrs:  |

**14.** Audiovisual needs (place an “X” next to any A/V needs you may have). Please note that BHTEN laptops use MS 2010 software products. Please forward any media to BHTEN staff before to your presentation, so it can be tested prior to the event.

|  |  |                  |  |
|--|--|------------------|--|
| Easel/Flipchart:                           |  | Microphone:      |  |
| LCD Projector:                             |  | Internet access: |  |
| Laptop (please specify if you have a Mac): |  |                  |  |

Other: please describe any additional A/V needs you may have on the lines provided below. BHTEN staff will contact you in advance of your training date if there are A/V difficulties

|  |
|--|
|  |
|  |

Please indicate which of the following principles of the DBHIDS System Transformation process will be incorporated into your presentation and **briefly describe** how that inclusion will occur. Note: not all principles listed may be applicable to your presentation.

**A.** Diverse stakeholders have contributed to the development of the curriculum and/or are presenters:

**B.** Person-First concepts are incorporated throughout the training curriculum:

**C.** The impact of trauma is discussed:

**D.** Strengths-based approaches are incorporated: Such approaches identify the positive resources and abilities a person:

**E.** Evidence-based approaches are incorporated:

## Appendix C: Samples for Course Preparation

|   |             |         |          |
|---|-------------|---------|----------|
| <b>Sample verbs to be used in formulating Learning Objectives.</b>  |             |         |          |
| The verbs listed here are not exhaustive; avoid verbs which cannot be measured (as noted in Item #8 of this preparation form) |             |         |          |
| List  | Describe    | Recite  | Write    |
| Compute   | Discuss     | Explain | Predict  |
| Apply   | Demonstrate | Prepare | Use      |
| Analyze   | Design      | Select  | Utilize  |
| Compile   | Create      | Plan    | Revise   |
| Assess  | Compare     | Rate    | Critique |

### **Sample Learning Objectives:**

- Describe the nature of vicarious traumatization;
- Identify two techniques for assessing signs of vicarious traumatization;
- Discuss two strategies for coping with vicarious traumatization.

|   |     |  |    |  |
|---|-----|--|----|--|
| <b>Sample Assessment of Learning</b>  |     |  |    |  |
| The verbs listed here are not exhaustive; avoid verbs which cannot be measured ( <i>as noted in Item #8 of this preparation form</i> ). |     |  |    |  |
| <input type="checkbox"/> I can define or describe what vicarious traumatization is.   | Yes |  | No |  |
| <input type="checkbox"/> I now know two techniques for assessing signs of vicarious traumatization.                                     | Yes |  | No |  |
| <input type="checkbox"/> I can describe two strategies to help cope with vicarious traumatization.                                      | Yes |  | No |  |

|                                    |  |
|------------------------------------|--|
| <b>Sample Presentation Outline</b> |  |
| <b>Title:</b>                      | <b>Impact of Trauma on Staff: Addressing Vicarious Traumatization (VT)</b>   |
| 9:00-9:45 a.m.                     | <ul style="list-style-type: none"> <li>• Opening Activities – Assessing Quality of Life at Work Settings</li> <li>• Small Group Exercise “Write About Something Positive at Work”</li> <li>• Large Group Processing of Activity</li> </ul>               |
| 9:45-10:30 a.m.                    | Vicarious Traumatization: A Practitioner Vulnerability <ul style="list-style-type: none"> <li>• What is it?</li> <li>• What contributes to its occurrence?</li> <li>• How does it impact practitioners?</li> <li>• Why must it be considered?</li> </ul> |
| 10:30-10:45 a.m.                   | <b>B r e a k</b>   |
| 10:45-11:15 a.m.                   | <ul style="list-style-type: none"> <li>• Exercise – Do I have it?</li> <li>• Self-assessment of Vicarious Traumatization Domains</li> </ul>  |

