

Gender-Responsive Policy and Practice Assessment (GRPPA) Instrument

Domain I. Environment

For each “Item” below:

1. Determine if the item is applicable to your agency. If it is not applicable, write NA in the “Item Score” column.
2. If applicable: Determine if the item is present or not. If not present, the item scores “0”.
3. If it is present: Determine the quality of the item. This will result in a score of 1, 2, or 3. Half points (.5) may also be applicable. (See scoring guide for more information).
4. At the end of this Domain, an average score will be determined.
5. There will also be a policy score, which will be added to the average score for a Total Domain Score.

Items	As Evidenced By:	“Item Score” NA or (0 – 3)
<p>A. The physical environment is clean, functional, and secure. (Please Note: if you are a 24-hr facility, score N/A for item A, and score item E instead)</p> <p>Questions to consider in scoring Item A: Is the physical space (including bathrooms, eating areas and general use areas) always clean?</p> <ul style="list-style-type: none"> • Do they appear clean? • Do they smell clean? <p>Do the various spaces used by the women offer appropriate functionality (nothing broken, damaged, defaced, or in need of repair)?</p> <p>Are there multiple spaces that are adequately sized for the activities/functions they are used for?</p> <ul style="list-style-type: none"> • Is the kitchen adequate (if applicable)? • Are classrooms and/or group rooms spacious (not cramped or crowded)? <p>Are the furnishings of the space comfortable and conducive to the</p>		_____

<p>activities for which they are used (i.e., group work can be set up in a circle, assessment space is private, etc.)?</p> <p>Are the entrances, exits and secluded spaces appropriately secured and monitored?</p>		
<p>B. The environment is physically safe for women and staff.</p> <p>Questions to consider in scoring Item B:</p> <p>Is the environment free of:</p> <ul style="list-style-type: none"> • Physical assaults and violence? • Verbal threats of violence? • Sexual aggression and/or assaults? • All forms of harassment? <p>Are there ways for women and staff to report concerns, grievances, and experiences of aggression and violence?</p> <ul style="list-style-type: none"> • Are these processes both formal (grievance forms and procedures) and informal (disclosing concerns to staff)? • Are the processes confidential and assure a women or staff's safety once disclosure or reporting has occurred? <p>If physical restraints are used:</p> <ul style="list-style-type: none"> • Is the use of restraints minimized? • Are restraints only performed by trained staff? • Following a restraint, are women who were restrained given time to calm down and talk about the incident with a staff person? 		<hr/>

<p>Is isolation used appropriately, and not as a disciplinary action or other reason?</p>		
<p>C. The environment is emotionally safe.</p> <p>Questions to consider in scoring Item C: Upon entry into the facility or program, are the women immediately connected to a staff person and a peer to help ease any transitional fears and/or anxiety?</p> <p>Are there staff and client handbooks that explain expectations regarding safety? Do the expectations match what regularly occurs in the facility or program culture?</p> <p>Are there female-friendly posters and/or artwork posted?</p> <p>Are there materials relevant for women (service brochures, pamphlets for resources, hotline numbers, etc.) and are they easily accessible?</p> <p>Do the women and/or staff regularly feel comfortable or encouraged to speak up? How is this determined?</p> <p>Are there regular opportunities to get feedback from women and staff about:</p> <ul style="list-style-type: none"> • Programming and activities? • The facility or program culture? • Housekeeping issues? • New ideas? • Concerns? <p>If strip searches or pat downs are performed:</p>		<hr style="width: 10%; margin: 0 auto;"/>

<ul style="list-style-type: none"> • Are strip searches minimized as much as possible? • Are the women verbally prepared by a staff of the same sex about the process of pat downs or strip searches prior to it occurring? • Are pat downs and strip searches performed by female staff who are properly trained? 		
<p>D. Disciplinary processes are strengths-based, trauma informed and relational.</p> <p>Questions to consider in scoring Item D: Are women provided a verbal orientation to facility/agency rules, expectations and consequences and given a copy of the client handbook? Is the staff provided a handbook that explains their role in facilitating expectations and consequences? Are they taught the necessary skills to perform this work?</p> <ul style="list-style-type: none"> • Are women positively reinforced when demonstrating safe, respectful, and/or pro-social behavior? • Are motivational strategies used to encourage healthy behavior/activities and discourage unsafe or disrespectful behavior? • Are sanctions for violating program or facility rules/expectations appropriate? • Can women gain access to additional privileges as they gain competence in meeting program or facility expectations? • Is isolation used appropriately and not as a punishment? 		<hr/>

<ul style="list-style-type: none"> • Are disciplinary procedures applied and/or modified to ensure they are aligned with trauma informed principles? How? <p>Are room searches performed regularly?</p> <ul style="list-style-type: none"> • Are women’s possessions respected by staff who perform the room searches? • Are the rooms left as they were found? • Does staff inform the women if they have removed something? <p>Are women isolated only in appropriate situations (prohibited from talking or seeing peers and staff)?</p>		
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The Items Below are Specifically for Prisons or other 24-hour Secure Facilities

<p>E. The physical environment is clean, functional, and secure.</p> <p>Questions to consider in scoring Item E: Is the physical space (including sleeping quarters, bathrooms, showers, eating areas and general use areas) always clean?</p> <ul style="list-style-type: none"> • Do they appear clean? • Do they smell clean? <p>Do the various spaces used by the women offer appropriate functionality (nothing broken, damaged, defaced, or in need of repair)?</p> <p>Are there multiple spaces that are adequately sized for the activities/functions they are used for?</p> <ul style="list-style-type: none"> • Are sleeping quarters appropriate (not cramped or crowded)? • Is there adequate space for property (e.g., toiletries, clothing, etc.)? • Is the kitchen adequate? • Is there an appropriate space for leisure activities? 		<hr/>
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<ul style="list-style-type: none"> • Are classrooms and/or group rooms spacious (not cramped or crowded)? <p>Are the furnishings of the space comfortable and conducive to the activities for which they are used (i.e., group work can be set up in a circle, assessment space is private, etc.)?</p> <p>Are the entrances, exits and secluded spaces appropriately secured and monitored?</p> <p>Are women allowed privacy in showers and rest rooms?</p> <p>Are women allowed to maintain personal items in their rooms?</p> <p>F. Family-friendly space is available for visiting or other family-related activities.</p> <p>Questions to consider in scoring Item F:</p> <p>Is the facility/program accessible to the community and families of female offenders on a regular basis (at least weekly)?</p> <p>Is the space used for visits appropriately furnished and maintained?</p> <p>Is there a child friendly environment and/or activities for children?</p> <p>Are family visits appropriately monitored (i.e. staff are present or available but not hovering or intimidating to the clients or their families)?</p>		
<p>Create Domain Average Score:</p> <ul style="list-style-type: none"> • Add up all of the Item Scores for each applicable Item. • Divide the total Item Score by the number of applicable Items to create average score. 		<hr/> <hr/>

Is there a policy (or language contained within multiple policies) regarding the Items listed above?

YES(+.5)___

SOME(+0)___

NO(-.5)___

Please list the policy names or numbers that reflects your response:

Add Domain Average score to policy score for a Total Domain Score _____

Domain II. Staffing

For each "Item" below:

1. Determine if the item is applicable to your agency. If it is not applicable, write NA in the "Item Score" column.
2. If applicable: Determine if the item is present or not. If not present, the item scores "0".
3. If it is present: Determine the quality of the item. This will result in a score of 1, 2, or 3. Half points (.5) may also be applicable. (See scoring guide for more information).
4. At the end of this Domain, an average score will be determined.
5. There will also be a policy score, which will be added to the average score for a Total Domain Score.

"Items"	As Evidenced By:	"Item Score" NA or (0 – 3)
<p>A. The hiring process intentionally identifies candidates with an interest and commitment to working with women within a gender-responsive context.</p> <p>Questions to consider in scoring Item A:</p> <p><i>Does the job description/position announcement specify that the person selected will be working with women?</i></p> <p><i>Does the job description/position announcement identify that staff hired will have (or have to develop) specific skills, education and background related to working with women?</i></p> <p><i>In the hiring process, do the interview questions include candidate experiences with, and attitudes about:</i></p> <ul style="list-style-type: none"> • <i>Working with adult females</i> • <i>Working with diverse cultural groups, and</i> • <i>Appropriate boundaries (physical, emotional, and sexual boundaries)?</i> <p><i>Are all staff who are hired informed of job performance expectations, specifically, their responsibilities with regard to working effectively with women?</i></p>		_____
<p>B. Pre-service and annual training includes gender-responsive practices and approaches.</p> <p>Questions to consider in scoring Item B:</p>		_____

<p><i>Are all staff required to attend training in gender-responsive approaches and practice during pre-service training?</i></p> <p><i>Are all staff required to attend training in gender-responsive approaches and training as part of regular training requirements?</i></p> <p><i>Is training available consistently and with regularity?</i></p> <p><i>Are both treatment and, in a correctional facility, custody staff trained?</i></p> <p><i>Do regular trainings offered include topics such as:</i></p> <ul style="list-style-type: none"> • <i>The population profile of the women served</i> <ul style="list-style-type: none"> ○ <i>Women’s pathways to offending</i> ○ <i>Women’s risks, needs, & strengths</i> ○ <i>Pregnancy and parenting issues</i> • <i>Gender-responsive principles & practice</i> <ul style="list-style-type: none"> ○ <i>Relational theory & practice</i> ○ <i>Trauma-theory & practice (Trauma-informed practice such as understanding the process of trauma, the prevalence in the criminal justice settings, and typical responses to trauma)</i> ○ <i>Strength-based approaches</i> ○ <i>Addiction theory & practice</i> • <i>Appropriate boundaries</i> • <i>Staff sexual misconduct/staff harassment (and for facilities - this includes activities specified in the Prison Rape Elimination Act (PREA))</i> • <i>Cultural competence (Race/ethnicity, Age differences, Disability, Religion, Language difference, Sexual orientation, Socioeconomic class differences).</i> 		
<p>C. All staff members demonstrate the attitudes and behaviors consistent with gender-responsive practice.</p> <p>Questions to consider in scoring Item C:</p> <p><i>Are staff members knowledgeable about and proficient in facilitating:</i></p>		

- *Relational practice?*
 - *Do staff members have healthy relationships and demonstrate appropriate boundaries with each other?*
 - *Do staff members work collaboratively with the women and demonstrate appropriate boundaries?*
 - *Do staff members respect the interpersonal relationships that are important to the women?*
- *Strengths-based practice?*
 - *Do staff members recognize that each woman has unique strengths?*
 - *Do staff members use words of encouragement when working with the women?*
 - *Do staff members acknowledge women's achievements and other pro-social behaviors?*
 - *Are women encouraged to practice the techniques learned in programming and/or treatment services?*
- *Culturally competent practice?*
 - *Do staff members reflect the population of the women?*
 - *Do staff members respect the unique cultural experiences, traditions, and belief systems of the women?*
- *Trauma-informed practice?*
 - *Do staff members consciously avoid re-traumatizing clients through their language, tone of voice, and behaviors?*
 - *Does staff understand the impact of trauma on women's lives, typical responses and triggers, as well as having appropriate responses and the ability to de-escalate?*
 - *Do staff members avoid putting women in situations that are potentially traumatizing?*
 - *Do staff members strictly adhere to safe, healthy boundaries with each other and with the women?*
 - *Do staff members respond with care when a woman experiences difficult feelings, emotions, and/ or triggers?*

<ul style="list-style-type: none"> ○ <i>Is disrespectful language and behavior (for staff and women) defined, addressed when it occurs, and corrected?</i> 		
<p>D. Managers and supervisors effectively supervise, coach and hold staff accountable according to gender-responsive principles.</p> <p>Questions to consider in scoring Item D:</p> <p><i>Are managers and supervisors trained on gender-responsive principles and practice?</i></p> <p><i>Do managers and supervisors, both in their interactions with women and with the staff, model gender-responsive practice?</i></p> <ul style="list-style-type: none"> ● <i>Do they employ a leadership approach that is relational and strength-based?</i> ● <i>Do they hold staff appropriately accountable?</i> <p><i>Do regular staff reviews and evaluations include discussions about the individual ability of staff to demonstrate relational, strength-based, trauma-informed and culturally competent practices (as noted in “C” above)?</i></p> <p><i>When staff members are under-performing, are staff development plans established and implemented?</i></p> <p><i>Are managers and supervisors available to talk with the women regularly?</i></p>		<hr/>
<p>Create Domain Average Score:</p> <ul style="list-style-type: none"> ● Add up all of the Item Scores for each applicable Item. ● Divide the total Item Score by the number of applicable Items to create average score. 		<hr/>

Is there a policy (or language contained within multiple policies) regarding the Items listed above?

YES(+.5)___

SOME(+0)___

NO(-.5)___

Please list the policy names or numbers that reflect your response:

Add Domain Average score to policy score for a Total Domain Score _____

Domain III. Assessment, Classification and Case Management

For each "Item" below:

1. Determine if the item is applicable to your agency. If it is not applicable, write NA in the "Item Score" column.
2. If applicable: Determine if the item is present or not. If not present, the item scores "0".
3. If it is present: Determine the quality of the item. This will result in a score of 1, 2, or 3. Half points (.5) may also be applicable. (See scoring guide for more information).
4. At the end of this Domain, an average score will be determined.
5. There will also be a policy score, which will be added to the average score for a Total Domain Score.

"Item"	As Evidenced By:	"Item Score" NA or (0 – 3)
<p>A. The screening and assessment process is designed to uncover the specific risks, needs and strengths of women offenders.</p> <p>Questions to consider in scoring Item A:</p> <p><i>Are women informed about the purpose of the screening and assessment process before instruments are administered? Are they invited to ask questions?</i></p> <p><i>Does the screening and assessment process include the discovery of factors specific to women offenders? These include:</i></p> <ul style="list-style-type: none"> • <i>Relationships, including availability of family support</i> • <i>Experiences of abuse and trauma</i> • <i>Symptoms of stress and anxiety</i> • <i>Parenting, child care, and family reunification issues</i> • <i>Mental health</i> • <i>Substance use and abuse</i> • <i>Socio-economic factors (employment status, issues of poverty and basic needs)</i> • <i>Self-efficacy</i> • <i>Safety considerations (current housing safety, community safety, relationship safety)</i> • <i>Availability and accessibility of community supports</i> <p><i>Does the process include the discovery of strengths and protective factors?</i></p>		

<p><i>Discovery of abilities and skills?</i> <i>Discovery of special talents and hobbies?</i></p> <p><i>Are the screening and assessment instruments valid and reliable for women offenders?</i></p> <ul style="list-style-type: none"> • <i>Have the tools been developed for women?</i> • <i>Have the tools been tested for effectiveness with women?</i> <p><i>Is the screening and assessment process trauma-informed?</i></p> <p><i>Are reassessments periodically facilitated?</i></p>		
<p>B. The case management process is collaborative, growth fostering, and driven by the outcomes of the screening and assessment process.</p> <p><i>Questions to consider in scoring Item B:</i></p> <p><i>Are the outputs of the assessment process used to inform the development of a case plan (or treatment plan)?</i></p> <p><i>Do the women have an opportunity to review the outputs from the assessment process prior to developing a case plan?</i></p> <p><i>Is the service/treatment planning process intentionally collaborative between the staff and the woman?</i></p> <ul style="list-style-type: none"> • <i>Is each woman invited to develop short and long term goals for herself?</i> • <i>Is each woman asked for her input regarding her specific service and/or treatment needs?</i> • <i>Are women provided a copy of the case plan?</i> <p><i>Are the services recommended in the plan based on the woman's specific risks, needs and strengths?</i></p> <p><i>Is the case management process trauma-informed?</i></p>		

<p><i>Are ongoing case management sessions held regularly?</i></p> <ul style="list-style-type: none"> • <i>Is the case plan used to guide discussions?</i> • <i>Are the goals revisited regularly in case management sessions to check on progress and revise according to the woman's achievements in each area?</i> • <i>Are discussions focused on each woman's achievements and successes?</i> • <i>Are the staff encouraging and supportive in the areas where she is struggling?</i> • <i>Are women asked about their satisfaction with the services they are involved in?</i> <p><i>Are discussions about the woman's discharge/release part of case management sessions?</i></p>		
<p>C. Discharge planning is: (1) individualized, (2) inclusive of women's specific risks, needs and strengths, (3) initiated during the initial phases of case planning, and (4) part of ongoing case management sessions.</p> <p>Questions to consider in scoring Item C:</p> <p><i>During discussions about discharge planning, is each woman invited to discuss the supports and services that she believes will help her to maintain gains and continue to progress?</i></p> <p><i>Are family members, educational/vocational service providers, and other relevant community-based agency staff included in the plan for continuing care for each woman?</i></p> <p><i>Is the case management staff knowledgeable about the services and supports that are often helpful for women? Do they have relationships with agencies that provide those services and supports? These include:</i></p> <ul style="list-style-type: none"> • <i>Mental health and substance abuse services</i> • <i>Domestic violence shelters</i> • <i>Health care clinics/agencies</i> 		<hr style="width: 10%; margin-left: auto; margin-right: 0;"/>

<ul style="list-style-type: none"> • <i>Half-way houses & work release programs</i> • <i>Educational institutions like community colleges</i> • <i>Parenting supports, including child care</i> • <i>Child welfare agencies</i> • <i>Transportation supports</i> • <i>Self-help groups (12 step)</i> • <i>Vocational and employment services (including job training programs)</i> • <i>Faith-based organizations</i> • <i>Agencies that offer supports for basic needs (food, clothing, housing, utilities)</i> <p><i>In advance of release/discharge, is there a formal discharge plan that is collaboratively created with each woman?</i></p> <ul style="list-style-type: none"> • <i>Are the services and supports listed in the plan directly related to each woman's specific needs?</i> • <i>Are women engaged in the process of identifying and connecting to supportive service agencies in their home community?</i> • <i>Is the discharge plan inclusive of the contact information of the identified community-based services?</i> • <i>Is each woman directly connected to at least one service agent before discharge (via phone or a live meeting)?</i> <p><i>Is the discharge planning process trauma-informed?</i></p> <p><i>After discharge, is there follow-up done on the referrals made to agencies in women's home communities?</i></p>		
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The Item Below is Specifically for Prisons and/or other 24-hour Secure Facilities

D. Custody and external classification tools are valid for female offenders and the process is gender-responsive.

Item Examples:

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<p><i>Is the classification instrument validated for women offenders?</i></p> <p><i>Is re-classification done at regular intervals?</i></p> <p><i>Are women in the least restrictive setting, given the results of classification assessments and re-assessments?</i></p> <p><i>Does the classification system allow women to access the programs and services that each woman needs regardless of her custody level?</i></p>		
<p>Create Domain Average Score:</p> <ul style="list-style-type: none"> • Total Item Scores for each applicable Item. • Divide the total Item Score by the number of applicable Items to create average score. 		<p>_____</p>

Is there a policy (or language contained within multiple policies) regarding the Items listed above?

YES(+.5)___ SOME(+0)___ NO(-.5)___

Please list the policy names or numbers that reflect your response:

Add Domain Average score to policy score for a Total Domain Score _____

Domain IV. Services & Programs

For each "Item" below:

1. Determine if the item is applicable to your agency. If it is not applicable, write NA in the "Item Score" column.
2. If applicable: Determine if the item is present or not. If not present, the item scores "0".
3. If it is present: Determine the quality of the item. This will result in a score of 1, 2, or 3. Half points (.5) may also be applicable. (See scoring guide for more information).
4. At the end of this Domain, an average score will be determined.
5. There will also be a policy score, which will be added to the average score for a Total Domain Score.

"Item"	As Evidenced By:	"Item Score" NA or (0 – 3)
<p>A. There is a client handbook that provides women with information about all services and programs offered and available.</p> <p>Questions to consider when scoring Item A:</p> <p><i>Are women provided a client handbook upon entry into the program or facility?</i></p> <p><i>Does the handbook describe all the services available on-site as well as services that women can access through external providers?</i></p> <p><i>Does the handbook include information about the type of environment that services are offered within (i.e. physical and emotional safety, relational supports, etc.)?</i></p> <p><i>Does the handbook explain how to access a service that a woman wants or needs?</i></p> <p><i>Does the handbook describe the process for accessing treatment services (i.e. assessments conducted to determine treatment needs)?</i></p> <p><i>Does the handbook outline client expectations (preparedness for services or programs, timeliness, behavior, consequences, etc.)?</i></p>		_____
<p>B. The agency, program or facility offers a variety of service types that are relevant to the needs of women.</p> <p>Questions to consider when scoring Item B:</p> <p><i>Are the following service types readily available to all women, either</i></p>		_____

<p><i>provided directly or accessed indirectly through an external provider?</i></p> <ul style="list-style-type: none"> • <i>Physical health assessment and care</i> • <i>Mental health</i> • <i>Trauma- informed treatment (Do staff understand trauma triggers and are they trained to provide some grounding exercises and have de-escalation skills?)</i> • <i>Substance abuse treatment</i> • <i>Social/interpersonal</i> • <i>Spiritual or religious</i> • <i>Mother-child (i.e. family and/or parenting)</i> • <i>Skill-enhancing (i.e. educational and vocational)</i> • <i>Leisure time activities/well-being activities</i> • <i>Community supports</i> • <i>Advocacy</i> • <i>Legal services (both legal rights issues and legal obligations)</i> <p><i>If a woman needs a service that is not offered by the agency, program or facility, are there mechanisms in place to access that needed service?</i></p> <p><i>If a woman is referred to an external provider for services, is there a follow-up system in place to ensure the needed service was provided?</i></p> <p><i>Are the women allowed/invited to form support groups on topics of their choosing?</i></p>		
<p>C. The programs and services offered are gender responsive.</p> <p>Questions to consider when scoring Item C:</p> <p><i>Are programs and services offered in single-sex groups?</i></p> <p><i>Are sensitive topics (e.g., trauma, abuse, etc.) facilitated by a female?</i></p> <p><i>Are the interventions manualized?</i></p> <p><i>Are women engaged in the selection of new programs, services and/or activities? How?</i></p>		<hr style="width: 10%; margin-left: auto; margin-right: 0;"/>

<p><i>Are all programs and services facilitated by a trained staff person?</i></p> <p><i>Is the content of programs and related materials reflective of gender-responsive principles?</i></p> <p><i>Is the facilitator skilled in using a relational, strengths-based and trauma-informed approach?</i></p> <p><i>Does the program or facility provide a variety of therapeutic interventions (e.g., relational, family, expressive, cognitive, dynamic/systemic)?</i></p> <p><i>Are the programs that target mental health, substance abuse, and trauma using interventions that integrate these frameworks (i.e. substance abuse programs intentionally integrate issues related to trauma and mental health)?</i></p> <p><i>Are all programs and services:</i></p> <ul style="list-style-type: none"> • <i>Relational?</i> • <i>Strengths-based?</i> • <i>Trauma-informed?</i> • <i>Culturally competent?</i> <p><i>Are the programs and services evaluated for effectiveness?</i></p>		
<p>Create Domain Average Score:</p> <ul style="list-style-type: none"> • Add up all of the Item Scores for each applicable Item. • Divide the total Item Score by the number of applicable Items to create average score. 		<hr/> <hr/>

Is there a policy (or language contained within multiple policies) regarding the Items listed above?

YES(+.5)___ SOME(+0)___ NO(-.5)___

Please list the policy names or numbers that reflect your response:

Add Domain Average score to policy score for a Total Domain Score _____

Domain V. Quality Assurance & Evaluation

For each "Item" below:

1. Determine if the item is applicable to your agency. If it is not applicable, write NA in the "Item Score" column.
2. If applicable: Determine if the item is present or not. If not present, the item scores "0".
3. If it is present: Determine the quality of the item. This will result in a score of 1, 2, or 3. Half points (.5) may also be applicable. (See scoring guide for more information).
4. At the end of this Domain, an average score will be determined.
5. There will also be a policy score, which will be added to the average score for a Total Domain Score.

"Item"	As Evidenced By:	"Item Score" NA or (0 – 3)
<p>A. There is a data collection system (or systems) that collects and stores information regarding women’s profile data, participation in program activities, and outcome information.</p> <p>Questions to consider in scoring Item A:</p> <p><i>Does the profile data collected include women’s:</i></p> <ul style="list-style-type: none"> • <i>Demographic information</i> • <i>Socioeconomic status</i> • <i>Education and vocational history and status</i> • <i>Medical status/needs</i> • <i>Mental health status/needs</i> • <i>Pregnancy and parenting issues</i> • <i>Risk level and, if applicable, classification</i> <p><i>Does the system allow for the collection of information obtained from the assessment process (as detailed in Domain III)?</i></p> <p><i>Does the system track women’s participation in services and programs, including start and end dates, attendance, and her level of participation?</i></p> <p><i>Are the following outcome measures included in data collection:</i></p>		_____

<ul style="list-style-type: none"> ▪ <i>Improved relationships with family members, peers, and/or members of the community?</i> ▪ <i>Recovery indicators (from dependence on alcohol and/or other drugs)?</i> ▪ <i>New coping skills related to stress, trauma reactions and/or triggers?</i> ▪ <i>Reduction in mental health symptoms?</i> ▪ <i>Employability skills?</i> ▪ <i>Self-efficacy?</i> ▪ <i>Increases in pro-social skills?</i> <p><i>Is it possible to review women’s assessed needs in relation to the services and programs she participates in, to ensure alignment?</i></p> <p><i>If the program or facility serves men and women, is it possible to sort and analyze all data by gender?</i></p> <p><i>Can client-level data be used collectively to review program and/or service effectiveness?</i></p>		
<p>B. Quality assurance activities are performed regularly to ensure (1) staff competence, (2) adherence to process and program fidelity, and (3) that delivery methods are gender responsive.</p> <p>Questions to consider in scoring Item B: <i>Does a qualified person conduct live observations or taped reviews? Do they include:</i></p> <ul style="list-style-type: none"> • <i>A review of gender-responsive approaches (trauma informed, relational, strengths-based and cultural competence)?</i> • <i>Program or service fidelity in:</i> <ul style="list-style-type: none"> ○ <i>Intake and assessment activities?</i> ○ <i>Case management sessions?</i> 		<hr style="width: 10%; margin-left: auto; margin-right: 0;"/>

<ul style="list-style-type: none"> ○ <i>Clinical services?</i> ○ <i>Group programming?</i> <p><i>Are women served in the program/facility asked for their feedback and satisfaction with programs and services? Is this done via confidential surveys, focus groups and/or interviews?</i></p> <p><i>Do regular supervision sessions with staff include discussions of each staff person's gender responsive competence?</i></p> <p><i>Are program completion rates reviewed regularly and in context with outcome measures?</i></p>		
<p>C. There are audits of the program or facility conducted yearly to evaluate program/facility safety, performance, and gender responsivity. Periodically, audits are conducted by an external agency, consultant, or accreditation body.</p> <p>Questions to consider in scoring Item C:</p> <p><i>Do audits include a review of policy and practice, with measures that review gender-responsive principles?</i></p> <p><i>Do the audits focus on both the presence of an item and the quality of each item?</i></p> <p><i>Does this process include a review of the following areas (as applicable):</i></p> <ul style="list-style-type: none"> ▪ <i>Operations</i> ▪ <i>Security</i> ▪ <i>Staffing patterns</i> ▪ <i>Population movement</i> ▪ <i>Intake procedures</i> ▪ <i>Assessment and classification</i> ▪ <i>Case management and discharge plans</i> ▪ <i>Programming and services</i> ▪ <i>Medical services</i> 		<hr style="width: 10%; margin-left: auto; margin-right: 0;"/>

<ul style="list-style-type: none"> ▪ <i>Mental health services</i> ▪ <i>External programs/providers who serve women while in the program/facility</i> ▪ <i>Safety (including harassment, emotional, physical and sexual)</i> ▪ <i>Restraints</i> ▪ <i>Staff misconduct</i> ▪ <i>Disciplinary practices</i> ▪ <i>Incident reports</i> ▪ <i>Grievance procedures</i> <p><i>Is there a detailed report following each audit that is available to the staff?</i></p>		
<p>D. The information collected by the data collection system, quality assurance activities, and audits are reviewed regularly. This information is used to inform, change, and plan new activities for operations, staffing, and programming.</p> <p>Questions to consider in scoring Item D:</p> <p><i>Are the reports produced by various sources reviewed in detail?</i></p> <p><i>Are the areas identified as strengths highlighted and shared with staff?</i></p> <p><i>Are the areas identified as challenges culled out from the findings and addressed?</i></p> <p><i>Are themes from all information sources used to inform decision making to enhance program/facility activities, specifically the programs and services offered?</i></p> <p><i>Are women given an opportunity to contribute ideas to improve or enhance practices, programs, and services?</i></p>		

Create Domain Average Score:

- **Add up all of the Item Scores for each applicable Item.**
- **Divide the total Item Score by the number of applicable Items to create average score.**

Is there a policy (or language contained within multiple policies) regarding the Items listed above?

YES(+.5)___ SOME(+0)___ NO(-.5)___

Please list the policy names or numbers that reflect your response:

Add Domain Average score to policy score for a Total Domain Score _____