



Debrief Process Guide

Intervention during and after
COVID-19



- a) Initial debrief during shift
- b) Structured debrief (if required)



Follow up
(according to need)



Individual
support or counselling



Final check-in and process review
(checks process/policy)

Debrief Checklist

- Right environment and enough time
- Hear the story
- Identify impact on individual in the group
- Ascertain needs that people might have
- Review options open to you



What to do if a structured debrief is required

Structured debriefs can be offered to any teams who feel this would be beneficial following an initial debrief. Structured debriefs are provided by skilled debriefers, i.e. Counsellors, who have completed a debriefing course. In the first instance, contact COVID19-Staffwellbeing@ULH.nhs.uk. You will be contacted for an initial discussion to find out what happened, what has been provided to the team and to agree next steps.

Structured debriefs typically take up to 2 hours to complete

What to do if individual support is required

ULHT have developed a COVID Staff Wellbeing booklet promoting a wide range of support tools available for all staff ranging from self-care apps to coaching. It can be found at <http://ulhintranet/covid-19-coronavirus>

If you identify a member of the team requires 1:1 counselling, please contact Occupational Health on 01522 573597



Teaching headings

- ! The importance of taking care of self and team
- ! What is meant by a "critical incident"
- ! Purpose of a de-brief
- ! Skills that help when undertaking a de-briefing session
- ! Referral process if support is needed with initial de-brief, or to arrange a structured de-brief

NOTES

Maintaining team cohesion and personal wellbeing

- Provide spaces and time for your people to relax together
- Encourage your people to be with and support each other
- Role model "we're all in this together"
- Don't force anyone to take part in an initial debrief
- Have a compassionate watching eye on each of your people
- Keep up to date on the Staff Wellbeing offer (updated every Wednesday)
- Awareness of your own need to feel secure
- Being aware of your own stress levels
- Balanced nutrition and good hydration
- Getting and valuing your rest and renew time
- Asking for help when you need to
- Being kind to yourself