

Cooperative Communication

Personal Safety Template

	Awareness What information do I have? —————→	Assessment Am I in danger or threatened? —————→	Anticipation What is most likely to happen next? —————→	Action What do I need to do? —————→
Self	<ul style="list-style-type: none"> • What do I know about myself? • My strengths and weaknesses? • What triggers me? • What is the limit of my patience? 	<ul style="list-style-type: none"> • What am I feeling and thinking? • What mood am I in? • Am I triggered? • Am I aggravating the situation? 	<ul style="list-style-type: none"> • Are my attitudes/biases/ stereotypes creating more tension? • Can I reduce my risk? 	<ul style="list-style-type: none"> • Intervention • Wait for more information • Leave • Reassess
Environment	<ul style="list-style-type: none"> • What do I know about the environment? • What am I observing? • What resources are available? 	<ul style="list-style-type: none"> • Am I physically trapped? Are my options limited? • Am I physically threatened? • Do I sense danger? 	<ul style="list-style-type: none"> • If danger exists, can I leave if necessary? • Are my choices becoming fewer? • Is my risk of danger increasing? 	<ul style="list-style-type: none"> • Rearrange current environment, move to different environment • Leave • Reassess
Client/Other	<ul style="list-style-type: none"> • What do I know about the person(s) I am interacting with? • What am I seeing and hearing? 	<ul style="list-style-type: none"> • What emotional state is the person(s) in? Positive? Negative? Productive? Under the influence? • Do I sense danger? 	<ul style="list-style-type: none"> • If behavior is negative or dangerous, will it diminish? • Is it escalating? • Can I reduce my risk? 	<ul style="list-style-type: none"> • Intervention • Wait for more information • Leave • Reassess
Policy/Law	<ul style="list-style-type: none"> • What are the policies/laws that protect and support me? • What is expected of me professionally? 	<ul style="list-style-type: none"> • Am I protected by polices/ laws in this situation? • What is expected of me professionally? 	<ul style="list-style-type: none"> • Will my actions/choices reduce my risk/protect me legally? • Can I expect to be supported? 	<ul style="list-style-type: none"> • Exercise best option • Reassess

Self is the only tool that individuals always have with them. It is the only consistent, reliable tool for intervention and defense. Self as a tool includes not only skills, but also awareness and assessment of one's own values, beliefs, attitudes, stereotypes, judgment, and resources.

Environment is the *where* of potentially dangerous situations. Environment includes what to look for, as well as observations of what to be aware of.

Client/Other is the *whom* the worker is engaged with. Safety is most often a concern with particular types of emotional states.

Policy/Law is the overarching framework that serves to protect the worker. This can be the legal aspects of protecting oneself. The policy is the guideline for safety and reflects the core values of the organization. An effective policy requires a thorough understanding by all levels of the organization.