



Attachment, Regulation and Competency Framework: Systems Implementation Outline

Timeline (approx..)	Goal	Key Tasks
Pre-project Month -12 to 0	Initial point of contact / readiness / project planning	• Preliminary conversation about agency structure and goals • Establishment of preliminary project outline, timeline, and budget • Identification of trainer / consultant(s) • Preliminary project planning – initial trainer / agency contact • Initial consideration of composition of internal “ARC Implementation Team”
Month 0 to 3	Formal needs assessment and initial strategic planning	• Formal meeting (remote or in person) between trainer(s)/consultant(s) and agency leads • Evaluation of agency needs through formal and informal interview, conversation, and data gathering • As relevant, review of agency policies and procedures, paperwork, training methods, previous trauma initiatives, needs assessments and trauma service implementations etc. • As relevant, review of physical plant • Information sharing regarding agency population, approach, current clinical approach, mission / vision / values, etc. • Preliminary overview of ARC framework for key agency personnel to support initial buy-in, understanding, and planning • Information sharing regarding typical ARC training and implementation structure • Preliminary identification of agency goals; mapping of these goals to core ARC concepts • Preliminary identification of agency strengths and challenges; mapping of these to core ARC concepts • Preliminary evaluation of agency practices and procedures as relates to core ARC concepts • Development of initial strategic plan, which may include process, goals, etc. • Identification of key team members (lead implementation team, clinical team, supervisor / senior leader team, etc., as relevant to project structure and goals) and establishment of team meeting schedule(s) • Refinement of preliminary training and consultation plan • Agency-led initial engagement / buy-in methods within agency targeting full agency staff and (ideally) consumers and other key stakeholders • Optional: Recommended Readings Prior to Training [as selected by trainer]

Month 3 to 5	Foundational training	• 2-day core ARC training for all or subset of staff • Adapted trainings as relevant / defined in preliminary planning (i.e., one-day skills offerings, foundational training in complex / developmental trauma, etc.) • Overview of consultation plan with all consultation participants
Month 5 to 7	Post-training foundational planning period	• Revisiting / revision of initial plan • Identification and solidification of consultation focus, consultation group structure(s) and schedule • Agency / system adaptation of participant demands to accommodate participation in ongoing consultation • Distribution of materials to participants (i.e., strategic plan, self-assessment, readiness measures)
Month 7 to 9	Initial strategic plan consultation and implementation	• Kickoff of monthly consultation calls. Orient team to the consultation process. • Identification and prioritization of agency-specific goals, structures, and processes, with clear timeline and internal leads and support team members. Plan should include anticipation and planning around potential barriers (i.e., client crisis, staff turnover, funding constraints, etc.) • Internal teams to identify consistent meeting structure (i.e., weekly, bi-weekly, etc.) to follow through on agency goals and/or implementation processes • Identification of outcome evaluation process: concrete identification of goals, outcomes, and measurement strategies (How will the agency identify “success”) • Goals may include: ○ Clinical knowledge and practice ○ Internal agency training and concept rollout ○ Evaluation of agency policies and procedures ○ Implementation of specific identified priority targets (i.e., systematic approaches to youth modulation / staff support / youth competency) ○ Adaptation of physical plant to support agency goals ○ Enhanced trauma-informed knowledge at all staff levels ○ Specific clinical structures (groups for youth or caregivers, caregiver-child intervention, etc.) ○ Increasing caregiver stake and participation ○ Etc.
Month 10 to 14	Early Learning and Implementation	• Clinical Consultation: Consultant provides support with building knowledge base and application of ARC Core Domains and overarching goals in clinical practice. • Systems Consultation: Consultant facilitates discussion about ARC foundations and links cross cutting strategies to identified goals and objectives. (For instance, supporting team in identifying and assessing effectiveness of current programmatic routines and giving suggestions about how routines may be added and/or removed to meet ARC related goals. • Training: Assess advanced training needs and plan for additional training when indicated.

Month 15	Consultation Evaluation	• Organizations/teams are asked to provide feedback on the effectiveness of the consultation process in supporting identified goals. • Review of identified goals/objectives including areas of progress and, if applicable barriers to progress. • Identification of additional goals/objectives if applicable. • Begin discussion about sustainability.
Month 16 to 20	Enhanced Learning and Implementation	• ARC 1-2 day Advanced Training • Clinical Consultation: Consultant provides support with deepening knowledge of ARC core targets, sub skills and intervention strategies and their relationship to Trauma Experience Integration. • Systems Consultation: Deepening of knowledge of core targets, sub skills and interventions. Development of ARC specific implementation plan for each core target and/or for priority core targets identified for implementation by team.
Month 21 to 24	Project evaluation and refinement	• Review / revision of initial goals and timeline • Review of progress to date on identified goals: what has been accomplished; explicit communication and reflection of accomplishments / systems changes for each goal / ARC target to full agency staff, as appropriate • Initial review of data for each key goal identified and addressed during the implementation phase • Identifying next steps for each goal, including continuation of internal implementation team • Adjustment of strategic plan based on the above
Month 25 +	Internal sustainability initiatives	• Development and/or continuation of concrete plan for internal sustainability; plan should include the following: ○ Develop and refine structures for ongoing clinical supervision and case consultation ○ Develop and refine structures for ongoing multi-disciplinary supervision and staff support ○ Develop and refine structures for internal training / knowledge dissemination. Refine curricula developed to date based on initial cycles of knowledge sharing. Plan should include both training / on-boarding of new staff, as well as maintenance of knowledge for ongoing staff. Incorporate key elements for sustainability including: ▪ Replicable training curricula ▪ Identified knowledge dissemination forums ▪ Opportunities for follow-up and discussion ▪ Opportunities for application of key concepts ▪ Support for supervisors to reinforce and elaborate on didactic material ▪ Links between didactic content and programmatic structures (meetings, clinical forums, etc.) which incorporate trained content ▪ Linkage between core content and individual roles of participants ○ Maintenance of internal implementation team / trauma team with role of oversight, strategic planning, and evaluation of implementation initiatives. Team should be multi-disciplinary and multi-level, and have routine meeting schedule.

	Internal sustainability initiatives cont.	○ Concrete material available to staff, clients, and caregivers / family members about ARC, about the program's specific implementation process, and about treatment structures and processes • Anticipate future barriers and challenges: what will the organization do in times of crisis, significant staff turnover, loss of funding, etc.
Month 25+-	Outcome evaluation and maintenance	• Develop / maintain (sub)committee or team whose role is oversight of outcome evaluation and project refinement, along with regular meeting times and structure • Develop structure / timeline for routine identification of point-in-time relevant measureable outcomes linked to initially identified program goals (for instance: over the next 6 months, what is your measurable goal as relates to "Increase and support staff affect management"? What is your measureable goal as relates to "Appropriate supports for regulation for all clients"). Ensure that appropriate data is in place that will allow for goal evaluation. • Identification of key stable indicators for self-evaluation purposes: how do we know that we are on course? • Development and maintenance of sustainable feedback loop from staff, clients, and other stakeholders

Note: Timeline and project elements are provided as a general guide of the unfolding implementation process. Specific implementation elements and timeline will vary according to project needs, goals, and agency structure.



For questions, please contact your ARC consultant or email us at info@centerfortraumatraining.org.
For resources, please visit our website at www.ARCframework.org.