



Standards of Care for Anti-Human Trafficking Service Providers: Checklist

Prepared for

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Disclaimer

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Standards of Care for Anti-Human Trafficking Service Providers: Checklist

Name: _____

Date: _____

Standard: _____

Committee name: _____

How to use this checklist: This form was designed for the Standards of Care Technical Working Group (SOC TWG) for developing human trafficking Standards of Care (SOCs). This document establishes four (4) main criteria, each containing several parameters. All SOC developed by the SOC TWG and created through this project should adhere to these established criteria. For each row, review the criteria for developing a standard of care, located in column 1. Then, reflect on the criteria sub-categories in column 2. Check the boxes for all the sub-categories that apply. Based on that review, check the box in column 3 if you believe that the criteria and criteria sub-categories for the standard have been met.

Criteria	Criteria Sub-categories	Meets Criteria
<input type="checkbox"/> The standard of care was developed in response to an existing theme or category identified through the <i>Standards of Care for Anti-Human Trafficking Service Providers: Literature Review</i> or in response to an emergent best practice identified through TWG consensus.	<input type="checkbox"/> It is relevant to service providers who serve survivors of human trafficking. <input type="checkbox"/> It aligns with relevant evidence-based or evidence-informed practices, best practices, rules and regulations, licensing requirements, policies, and/or expectations in the field. <input type="checkbox"/> It matches or complements all other standards of care TWG has developed.	
<input type="checkbox"/> The standard of care was developed and refined by applying the evidence-based Delphi Model for consensus.	<input type="checkbox"/> It was developed and refined by applying both the SOC TWG ratings and the SOC TWG open-ended feedback from each Delphi Method round. <input type="checkbox"/> It has achieved consensus agreement among SOC TWG members or has been approved by the TWG SOC Steering Committee following the "Achieving Consensus" guidance outlined in the <i>Anti-Human Trafficking Service Providers: Criteria for Development</i> .	
<input type="checkbox"/> The standard of care addresses one or more of the following: what service(s) to provide; how to provide the service(s); the ethics involved in providing the service.	<input type="checkbox"/> It is complete, meaning it provides all the information necessary for the service providers to understand and meet the standard. <input type="checkbox"/> It is measurable (e.g., in terms of quality, quantity, timeliness) and observable. <input type="checkbox"/> It has a specific benchmark(s), at or above which is successful, and below which is unacceptable. <input type="checkbox"/> It is reasonable, meaning that service providers can realistically achieve it and will not be overburdened by it.	
<input type="checkbox"/> The standard of care uses easy-to-read language to help the end user understand what the standard is telling them to provide—and how to provide it.	<input type="checkbox"/> It is objective; it is free from bias, personal feelings, or opinions. <input type="checkbox"/> It does not use the first person (I, we), second person (you), or the third person personal (he, she, they). <input type="checkbox"/> It is brief, clearly written, and uses plain language. It avoids using jargon, generalized terms, and language that does not have clear meaning to the reader. It is written in a way that does not allow for mixed interpretation. <input type="checkbox"/> It is actionable, provides clear guidance, and (in most instances) contains an action verb. <input type="checkbox"/> Collectively, the standards of care are written in a similar style and are clear and easy to read, following a step-by-step format, where possible.	
Overall	Does this standard, sub-standard, or service-specific standard meet all criteria and sub-criteria? (Circle yes or no)	Yes no