

Cultural Responsiveness in Domestic Violence Fatality Review Self-Assessment Tool

This self-assessment tool was created to assist Virginia’s Domestic Violence Fatality Review Teams (DVFRTs) in completing reviews that are more culturally responsive and reflective of their communities. This tool is designed to be used in conjunction with additional training and resources described in the accompanying *Cultural Responsiveness in Domestic Violence Fatality Review: A Guide to Self-Assessment*.

Instructions:

1. Select one or more persons to take notes, tabulate responses, and report back to the team on the findings of the self-assessment.
2. Set aside time to complete the Tool, either during a meeting designated to the self-assessment or on your own outside of meeting time.
3. Read each item in the Tool and reflect on that specific aspect of the team’s activities. Select whether that practice is a strength or weakness for your team:
 - Strength:** My team consistently demonstrates this practice, incorporating the cultural realities reflected in our community.
 - Weakness:** My team does not consistently demonstrate this practice, or our practice does not incorporate the cultural realities reflected in our community.
4. Once you have rated each practice as a strength or weakness, review your responses and identify 3-5 practices as priorities for the team to focus on for improved cultural responsiveness. Use the Notes column to jot down ideas, suggestions, or examples. Write down any questions, concerns, or challenges you want bring back to the team for discussion.
5. Tabulate responses from each team member into a spreadsheet or database to give the total number and percentage of responses for each column.

There are 32 items. Give yourself 30 minutes to complete, and pace yourself to make sure you can get through the entire tool.

Item adapted with permission from the *Cultural and Linguistic Competence Organizational Self-Assessment Instrument for Fetal and Infant Mortality Review Programs*, ©Georgetown University National Center for Cultural Competence, 2009.

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Policies and Procedures

Your DVFRT operates based on both written and unwritten rules. These include your team’s formal written policies and procedures and vision or mission statement, but also unwritten or unspoken agreements and philosophies about fatality review and the community context within which the team exists.

Check only one box per item.

In my view, our DVFRT:	Strength	Weakness	Notes	Priority
1. Has a shared understanding of how cultural responsiveness relates to fatality review.				
2. Holds meetings at a time and place that allows participation of a diverse membership.				
3. Addresses disparities in domestic violence fatalities (racial, ethnic, language, gender, geography, etc.).				
4. Is committed to cultural responsiveness in the fatality review process.				
5. Has written policies and procedures that support culturally responsive case review.				

Team Structure and Capacity

Team structure refers to who and how many people serve on your team and in what roles. Consider the size and makeup of your team and what sort of leadership structure or other assigned roles exist. The capacity of your team includes training and expertise that members bring to the table, as well as knowledge and skills that the team develops internally through training, etc.

Check only one box per item.

In my view, our DVFRT:	Strength	Weakness	Notes	Priority
1. Reflects the current and emerging diversity of the community it serves through its membership roster, including those in leadership positions.				
2. Includes permanent or ad hoc cultural experts or “context providers” as members.				
3. Provides new team members with an orientation that includes information on cultural responsiveness and the team’s cultural responsiveness policy.				
4. Has a succession plan for maintaining or enhancing representation of cultural diversity that is reflective of the community when members leave the team.				
5. Regularly receives continuing education and current data on cultural contexts relevant to their community.				
6. Possesses skills related to cultural diversity that allow team members to present and discuss case facts in an accurate and unbiased manner.				

Case Review Process

The case review process involves case selection, record review, data collection, and discussion of case facts. Consider where and how team members find information about a case, and how that information is presented and analyzed.

Check only one box per item.

In my view, our DVFRT:	Strength	Weakness	Notes	Priority
1. Avoids “cherry-picking” cases and reviews all cases allowable by law and within the context of the team’s policies.				
2. Advises team members to thoroughly review and bring complete case files to the review process, thus limiting the likelihood of inadvertently overlooking cultural details.				
3. Has a consistent method for collecting culturally relevant information pertaining to cases.				
4. Intentionally discusses culturally specific information in each case.				
5. Interviews family/friends or cultural navigators/key informants in each case.				
6. Reviews case facts in the context of culture.				
7. Assures multiple perspectives are heard, and respects all voices at the table.				

Findings and Recommendations

Includes the process of synthesizing case facts to highlight significant findings and possible trends that characterize fatal domestic violence in your community, and how your team identifies intervention strategies to address those findings.

Check only one box per item.

In my view, our DVFRT:	Strength	Weakness	Notes	Priority
1. Addresses possible biases in team members’ perspectives and interpretation of case facts.				
2. Makes recommendations that address the culturally diverse needs of at-risk community members.				
3. Discusses culturally relevant findings and how the findings can be used to reduce future domestic violence fatalities.				
4. Identifies risk and protective factors pertaining to culturally specific findings.				

Reports and Community Action

This refers to how your team reports its findings and recommendations back to its stakeholders and community: what information is included; what form reports take; how information is distributed; and to whom. If your team engages in follow-up to ensure recommendations are adopted, this also includes what that process looks like.

Check only one box per item.

In my view, our DVFRT:	Strength	Weakness	Notes	Priority
1. Spotlights existing resources and homicide reduction efforts which focus on culturally specific findings in reports.				
2. Disseminates reports to the diverse communities impacted by the review.				
3. Takes into account diverse forms of communication in disseminating findings & recommendations (e.g. language, modality, etc.).				
4. Seeks to partner with diverse community support/advocacy organizations in order to implement recommendations.				
5. Cultivates participation from natural, informal supports in the community (e.g., community elders, cultural leaders, and faith/spiritual representatives) in order to sustain recommendations.				
6. Assesses progress on recommendations within the context of the culture of those impacted.				
7. Promotes culturally relevant action plans to accompany recommendations.				
8. Incorporates what is learned about the cultural context of domestic violence fatalities through the DVFR process into other areas of the community's prevention initiatives, interventions, and response services.				
9. Develops special reviews/reports through the lens of culture/special populations.				
10. Includes information related to culturally relevant findings when conveying the work of the DVFR Team to the media and other public forums.				