

# Pre-brief and Debrief Questions

## Pre-briefs

A pre-brief is a space provided immediately before a piece of participation work that a person with lived experience is engaging in. It can be used to share any thoughts about the work, including expectations, hopes, concerns and fears. It may also be used for more practical conversations such as timing or checking of IT equipment.

These are some questions it can be helpful to cover in a pre-brief:

1. How are you?
2. Do you feel clear about your role in this work? Are you happy with this?
3. What would you like to get out of this experience?
4. Have you thought about what you are happy discussing, and any 'no go' areas? How will you respond, and how would you like us to respond if discussions stray into these areas?
5. What risks are there to you undertaking this work?
6. What can we do to mitigate this risk?
7. What might you want to do before and after this work to get in and out of the headspace to engage with this?
8. Logistics
  - a. If the work is online, is the tech working?
  - b. If the work is in person, do you know where there are quiet spaces if you need to take time out? Do you know where your support person will be? Do you know the agenda of the event and when you will be speaking?
9. Any other questions or concerns?

It can also be helpful to have a reminder discussion about support that is available – for example, Clinical Supervision, check-ins with a support person, and other ways a person already cares for themselves.

Remind the person about any debriefs booked in and you may also wish to share pre-brief questions as well.

**We will always want to balance any safeguarding concerns that arise in this conversation while respecting the survivors autonomy to make decisions about how they want to share their expertise.**

## Debriefs

Debriefs will normally take place immediately after a piece of work, and in some cases, there may be a second debrief after a time of reflection. The debrief is a time for the person who has used their Authentic Voice to reflect, and to wind down (and for the service to learn about what worked well and what could be improved).

These are some questions that can guide you through a debrief:

1. How are you?
2. How did the work go?
3. What do you think went well?
4. What didn't go so well?
5. What were you proud of?
6. Was there anything challenging about the work?
7. Have you received any feedback?
8. How did this work fit with your goals in sharing your Authentic Voice?
9. Do you need any further support following this?
10. Were logistical arrangements all in place?
11. Anything else you want to share?

**You may want to end the conversation by way of a lighter topic however there should always be a thanks and acknowledgement of the survivor's achievement.**

Most people will benefit from taking some additional time before resuming their day-to-day activities. If it is the person's first time sharing their Authentic Voice, we recommend taking the rest of the day if possible as time to unwind.

Where work is ongoing, it can be useful to have check-ins throughout, rather than waiting to the end of the project.