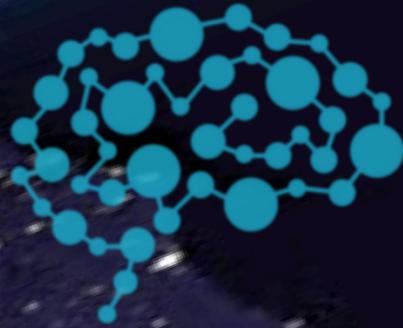


THE TRAUMA PAIN SUPPORT TOOLKIT

TOOLKIT 2:
YOUR ONBOARDING GUIDE



TRAUMA PAIN SUPPORT LTD.

Programme Delivery & Client Onboarding

Programme delivery made simple, decured and structured

Delivering TPS Programmes

Toolkit 2 helps you take the next step in implementing TPS. Once you've understood the programmes in Toolkit 1, this guide supports you in delivering them effectively to your clients.

When to Use Toolkit 2

Use Toolkit 2 once:

- You've reviewed the TPS programmes in **Toolkit 1**
- You've selected the appropriate programme for your client
- The client is ready to begin their recovery journey



What's Included in Toolkit 2

Toolkit 2 includes:

1. Clear guidance on how to onboard clients confidently and securely
2. A set of ready-to-use email templates, each tailored for one of the three TPS programmes. These include a downloadable, client-facing welcome letter with:
 - A link to the selected programme
 - And instructions on how to access and use it
3. An internal tracking log, to record which client received which programme, and when



DELIVERING THE PROGRAMME

1

Step 1: Choose the right email template

2

Step 2: Personalise and send it to your client

3

Step 3: Record the access using the internal log

4

Step 4: Encourage the client to begin and complete the programme





Security & Compliance

Programme links are confidential Remember:

- TPS links are secure and must not be reused.
- Each client should only receive the specific programme they've been referred to.
- Access should only be issued to eligible clients who are ready to begin.

Next Steps

Thank you for taking the time to review this guide. You're ready to now begin using Toolkit 2

Download your materials below and start onboarding your clients safely and confidently.



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