Trauma-Informed Prompt Guide for Generative AI Tools

Ready-to-Use Prompts for Ethical, Victim-Centered AI Use

NOVA Center for Responsible AI in Victim Services

This guide provides practical, ready-to-use prompts to support **ethical, trauma-informed use of generative AI in victim service organizations.** It is designed to help advocates and staff use AI tools in ways that uphold survivor safety, dignity, and confidentiality.

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These prompts are intended **only for internal, non-survivor-facing tasks** (e.g., drafting, editing, brainstorming, summarizing public information).

- Do not include survivor-identifying or sensitive information.
- Do not rely on AI for decision-making, assessment, or advice
- All AI-generated content requires human review

AI can support efficiency—but **responsibility, judgment, and care always remain with people.**

How to Use This Guide

Organizations may adapt and use these prompts in:

- Custom instructions within AI tools
- Individual prompts for drafting or brainstorming
- Internal templates, workflows, or staff guidance

These prompts are designed to reinforce trauma-informed values. **They do not replace professional expertise, organizational policy, or training.**

Core Trauma-Informed Instructions

Use this as a default instruction when configuring AI tools:

"Our organization is _____. Our mission is _____. We primarily serve _____ populations in _____. My role is _____. I am using generative AI only for internal, non-client-facing tasks. All responses must use trauma-informed, victim-centered language. Avoid assumptions, judgment, or victim-blaming. Do not generate legal, clinical, or safety advice. Do not simulate survivor interactions or decision-making.

Acknowledge uncertainty and limitations. Prioritize respectful, inclusive, and strengths-based language. Flag any areas that require human review."

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Administrative & Drafting Support Prompts

Drafting Internal Documents

"Help draft an internal document using clear, neutral, and trauma-informed language. This content is for staff use only and must not include survivor-specific information. The purpose of this document is to _____."

Marketing and Campaign Support

"We are planning a _____(event/campaign). The purpose is _____. Our intended audience is _____. Review the following messaging and provide constructive feedback to ensure it is trauma-informed, respectful, and avoids harmful assumptions. Suggest ways to improve clarity, accessibility, and engagement while maintaining survivor-centered language."

Training & Education Prompts

Training Outline Support

"We are developing a _____ hour training for _____ (audience). Learning objectives: _____. Key takeawaysL _____. Review the following outline and provide feedback on structure, flow, and alignment with trauma-informed and adult learning principles. Suggest improvements that enhance clarity, engagement, and practical application."

Plain-Language Summaries

"Summarize the following publicly available information in plain, accessible language for victim service professionals. Note any limitations, gaps, or areas that may require professional interpretation or context."

Scenario Reflection (Non-Clinical)

"Generate hypothetical, non-specific scenarios for staff training that highlight ethical considerations in victim services. Do not reference real individuals or identifiable situations. Ensure scenarios avoid stereotypes and reflect trauma-informed, survivor-centered perspectives."

Policy & Guidance Drafting Prompts

Policy Language Support

"Review the following draft policy for clarity, readability, and alignment with trauma-informed and ethical practices. Ensure the language reflects survivor safety, confidentiality, organizational accountability, and appropriate boundaries for AI use. Identify any gaps, risks, or areas that may require further human review or legal consideration."

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Examples of Prompts to Avoid

Do not use AI for tasks that require professional judgment, survivor interaction, or decision-making.
Avoid prompts such as:

- "Assess the risk level of this survivor…"
- "Create a safety plan for…"
- "Determine whether this person is credible…"
- "Analyze this survivor's behavior…"
- "What should this survivor do next?"

These uses **exceed the appropriate role of AI** and may cause harm.

Required Final Step: Human Review Prompt

At the end of any AI-assisted task, use:
"Identify potential limitations, risks, or biases in this response. What requires human review or verification?"

Key Reminders

- AI is a **support tool—not a decision-maker**
- Survivor safety, confidentiality, and dignity must always come first
- Outputs may contain **bias, gaps, or inaccuracies**
- **Human oversight is required at every stage**

When in doubt, **do not use AI for the task**

Want Help Going Further?

Responsible AI use requires more than tools—it requires intentional **policy, training, and organizational alignment.**

NOVA provides training and technical assistance to support victim service organizations, coalitions, and systems partners in developing **trauma-informed, ethical approaches to AI.**