

## **APPENDIX D1**

### **SUBSTANCE ABUSE PREVENTION PROGRAM OPERATING AND ACCESS STANDARDS**

#### **INTRODUCTION:**

The Nevada State Health Division, Substance Abuse Prevention and Treatment Agency (SAPTA) decided to undertake the development of a strategic plan in order to meet federal and state requirements and establish a plan of action to guide the agency for the next few years. Under the combined leadership of the SAPTA Advisory Committee and its Strategic Planning Subcommittee, seven strategic plans were developed. The Prevention Plan is one of the seven strategic plans to provide guidance for Nevada's substance abuse services delivery system. Several issues were identified and assessed within the Prevention Plan.

The Program Operating and Access Standards developed by the SAPTA Advisory Operating and Access Standards Subcommittee are intended to respond to those issues identified and assessed in the Prevention Plan, the issues include Workforce Development, Availability of Services, Funding for Services, Service Delivery, Public Education, and Program Evaluation.

Eleven recommendations were identified:

1. Agency activities and decisions are guided by data that indicate the health status and well-being of Nevada's diverse communities.
2. Develop and maintain a repository of data published by the Agency, as part of the agency website that is accessible to stakeholders and agencies.
3. Nevada's diverse communities demonstrate expanding capacity to successfully address identified prevention needs.
4. Develop a strong prevention workforce by supporting access to professional skill development, other higher education credentials, and career-sustaining salaries and benefits for prevention professionals.
5. Increase the diversity and participation of target groups in prevention planning, selection of services, and programming decisions.
6. Create protocols for working with diverse communities, including tribal nations, to establish consistent outcome-based prevention services across the continuum in Nevada.
7. Encourage participation in the planning and implementation of services statewide by a comprehensive group of stakeholders, including but not limited to target populations, schools, youth, law enforcement, businesses, faith communities, and state, federal, and community agencies.
8. Develop a single comprehensive statewide prevention strategic plan that encompasses the entire Agency's and local prevention plans, to guide all substance abuse prevention efforts in Nevada's diverse communities.

9. Nevada's diverse communities will implement evidence-based prevention programs, policies, practices, and strategies to prevent and reduce substance abuse and its negative consequences for youth, adults, families, and communities.
10. Improve prevention activities in Nevada and its communities through the use of and response to research and evaluation activities.
11. Collaborate with coalitions to create a planning document based on data that will allow primary prevention providers to select programs based on needs that have been identified through the assessment process.

## **SUMMARY:**

The Program Operating and Access Standards embodies the recommendations listed in the Prevention Strategic Plan and input from the SAPTA Advisory Subcommittee assigned to recommend a progressive set of standards that would encourage Nevada substance abuse providers to fully implement and adopt the National Institute on Drug Abuse's (NIDA) best practices, and to establish centers of excellence throughout Nevada.

The Prevention Program Operating and Access Standards document is divided into two sections representing SAPTA's internal structure supporting comprehensive substance abuse prevention services, and a guide to achieving the centers of excellence. The first section references standards as it applies to one of the six main categories. The six main categories are:

- Assessment
- Capacity
- Planning
- Implementation
- Evaluation
- National Institute on Drug Abuse Prevention Principles and Risk Factors and Protective Factors

The second section references standards as it applies to the centers of excellence.

<b>SECTION I: SAPTA FY 2006 - 2010</b>
<b>A. WORKFORCE DEVELOPMENT</b> The issues of recruiting and retaining qualified staff are critical factors for prevention service providers. Workforce issues include training of prevention practitioners, certification of prevention practitioners, and recruiting and retaining qualified staff working in BADA funded prevention programs.
<b>Training of Prevention Practitioners: SAPTA FY 2006 - 2010</b> <i>Ensuring Quality Prevention Services</i> <ul style="list-style-type: none"> <li>➤ Provide access to formal prevention training and education on an on-going basis</li> <li>➤ Utilize the Substance Abuse Prevention Specialist Training Curriculum as an accepted and commonly utilized skill set for prevention service delivery.</li> <li>➤ Provide services that are research based that utilize best practices and promising practices to support certification for prevention workers.</li> <li>➤ Develop a minor degree in substance abuse prevention at each state University as a resource in offering prevention training to programs.</li> <li>➤ Create a central point of contact to access current prevention information such as the regional Prevention Resource Center.</li> </ul>
<b>Certification of Prevention Practitioners: SAPTA FY 2006 - 2010</b> <i>Prevention Certification</i> <ul style="list-style-type: none"> <li>➤ Require all prevention providers to receive prevention certification to receive funding and maintain services.</li> </ul>
<b>Recruiting and Retaining Qualified Staff: SAPTA FY 2006- 2010</b> <i>Support</i> <ul style="list-style-type: none"> <li>➤ Access and keep competent staff.</li> <li>➤ Recruit culturally diverse staff that is responsive to diversity in the state.</li> </ul>

<b>SECTION I: SAPTA FY 2006 - 2010</b>
<b>B. AVAILABILITY OF SERVICES</b> Concerns under this topic include Outreach Services, Prevention Infrastructure Needs, Access, and Prevention Needs Assessment.
<b>Outreach Services: SAPTA FY 2006 - 2010</b> <i>Access</i> <ul style="list-style-type: none"> <li>➤ Include outreach services to conduct early identification and referral into prevention services.</li> <li>➤ Delay the onset of alcohol and drug use.</li> <li>➤ Reduce the cost of substance abuse, by increasing prevention services.</li> </ul>
<b>Prevention Infrastructure Needs: SAPTA FY 2006 - 2010</b> <i>Quality Management</i> <ul style="list-style-type: none"> <li>➤ Effective prevention essentials include data systems, computers, Internet access, and accounting consultation.</li> <li>➤ Participate in statewide evaluation requirements.</li> </ul>
<b>Transportation: FY 2006 - 2010</b> <i>Across the state</i> <ul style="list-style-type: none"> <li>➤ Implement unique plans to address transportation issues statewide.</li> </ul>
<b>Prevention Needs Assessment: FY 2006 -2010</b> <i>Need for Prevention Services</i> <ul style="list-style-type: none"> <li>➤ Utilize CSAP research based studies.</li> <li>➤ Determine which populations are at risk for substance abuse.</li> <li>➤ Determine which populations would benefit from prevention services.</li> <li>➤ Ensure that all funded prevention programs have access to substance abuse community coalitions.</li> <li>➤ Maintain the utilization of the Strategic Prevention Framework model.</li> </ul>

**SECTION I:  
SAPTAFY 2006 - 2010**

**C. FUNDING FOR SERVICES**

**Funding for services and the costs of services raise a number of concerns for prevention programs and for SAPTA as the state agency responsible for developing a comprehensive substance abuse prevention system.**

**Cost of Services: SAPTA FY 2006 - 2010**

*Providing substance abuse prevention*

- Develop a standard cost model.
- Determine, define and justify costs of prevention services.
- Define and justify resources needed to build and support prevention program infrastructure needs.

**Resource Allocation Issues: SAPTA FY 2006 - 2010**

*Sources of Revenue*

- Coordinate and integrate the grant application process to foster and encourage collaboration across and among Nevada prevention agencies.
- Educate policy makers on the full costs of community based programming.
- Pursue funding from CSAP.

**SECTION II:  
CENTERS OF EXCELLENCE**

**D. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE**

SAPTA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

**Comprehensive Prevention System: Centers of Excellence**

*Strategic Prevention Framework*

- Develop an understanding of the underlying causes of or factors that contribute to substance abuse and the strategies that can affect those factors.
- Carefully identify those intervening variables and contributing factors that are most closely related to the identified substance abuse problems.
- Select prevention strategies that sound research has shown are effective.
- Conduct ongoing evaluation to determine whether goals and objectives are met

*Community Readiness*

- Determine the extent to which a community is adequately prepared to implement a drug abuse prevention program. May use key leader survey and other community data to assess the level of readiness of community members to implement prevention programs.
- Engage all sectors of a community in a community-wide prevention effort; may be organized via a community coalition.
- Contribute to the coalition's success by participating in prevention program planning.

*Community Assessment*

- Implement a systematic process for examining the current conditions of substance abuse and identify the level of risk and protection in your community.
- Create an objective profile of your community.
- Determine the geographic and demographic areas that are at greatest risk.

*Intervening Variables and Contributing Factors*

- Prioritize intervening factors; identified as most prevalent in the community and which can be addressed by the organization.
  - Prioritize protective factors that should be enhanced.
- Prevention strategies and programs should be designed to have a direct effect (change) on the consequence of the prioritized intervening variables and contributing factors.

**SECTION II:  
CENTERS OF EXCELLENCE**

**E. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

SAPTA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Resource Assessment*

- Implement a systematic process for examining the current resources in your community that are reducing risk factors and increasing protective factors. Answer the question: “What’s going on in my community?”
- Review all “resources”. Resources include anything that can be activated to reduce the likelihood that individuals or communities will begin or continue to abuse alcohol, tobacco, and other drugs.
- Identify gaps where new services should be implemented
- Avoid duplication in services.
- Build collaboration among service providers.
- Modify existing programs to meet prevention needs.
- Identify existing resources to sponsor new programs.
- Ensure you are putting your time and money where it will have the greatest impact
- Ensure you are creating a comprehensive prevention strategy for your community.
- Ensure you are effectively impacting the priority risk and protective factors that you identified when completing your community assessment.

**SECTION II:  
CENTERS OF EXCELLENCE**

**F. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

SAPTA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Targeting Efforts*

- Select universal, selective, or indicated populations.
- To determine what type strategy you need, answer the following questions:
- Can your priority risk/protective factors and resource gaps be addressed with a universal strategy? Or would those risk/protective factors and gaps be better addressed with selective or indicated strategies? For example, if your priority risk factor is family management problems but you know through your resource assessment that several local programs already offer parenting classes aimed at the general population, then you may want to look at implementing a selective or indicated strategy.
  - Do you need a program/strategy that impacts the broader community (e.g. a city, a school), not a particular segment of that community? If so, you may want to implement a universal program/strategy.
  - Do you need to implement a program/strategy with greater intensity and duration for a specific population with identified risks? If so, you may want to choose a selective or indicated program/strategy to implement.
  - If you are looking at implementing a selective or indicated program/strategy, do you have adequate funding? (Many selective and indicated programs/strategies require more funds than do universal programs/strategies.)
  - Once you have answered the above questions and have determined what type of prevention strategy you need, make sure you are clear as to: what age group(s) you want to address; whether you are targeting both genders or just one; in which developmental stage your target group is; and from which culture your target group is.

**SECTION II:  
CENTERS OF EXCELLENCE**

**G. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

SAPTA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Prevention Strategies*

- Use scientifically defensible best practices and guiding principles to implement prevention strategies.
- Review current “best practices” literature and identify most appropriate practices for implementation. Best practices are those strategies, activities, or approaches that have been shown through research and evaluation to be effective at preventing and/or delaying substance abuse.
- Review current “guiding principles” literature. Guiding principles are recommendations on how to create effective prevention programs. When a community already has a prevention program or strategy in place, the guiding principles can be used to gauge the program's potential effectiveness. They can also be used to design an innovative program/strategy when none of the best practices are appropriate to the community's needs.

*Evaluate*

- Conduct evaluation planning, implementation, analysis, and use results for future program planning.
- Use the logic model as an evaluation-planning tool.

Consider the following questions when developing you logic model.

- [What risk and protective factors does your program address?](#)
- [What services and activities will your program provide?](#)
- [Who will participate in your program?](#)
- [How will these activities lead to outcomes?](#)
- [What are your program's long and short-term goals?](#)
- [What immediate changes are expected?](#)
- [What changes would your program ultimately like to create?](#)