

SFHAI2

Help individuals address their substance use through an action plan



Overview

For this standard you need to support individuals with drug or alcohol problems to develop action plans, as part of the counselling process and not as an isolated activity.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

You must be able to:

- P1 involve the individual in the action planning
- P2 agree roles and responsibilities of those involved in the action plan
- P3 incorporate all relevant information into the action plan
- P4 ensure goals in the action plan are specific, achievable and agreed with the individual
- P5 ensure the content of the action plan takes into account current circumstances of the individual
- P6 ensure the action plan clearly specifies the methods, time scale and responsibilities for delivering individuals' requirements
- P7 review the content and expected outcomes of the action plan with individuals
- P8 agree the process for reviewing the progress of the action plan
- P9 record the action plan according to agency requirements and recognised good practice
- P10 ensure the individual receives the action plan and any additional relevant information in a way that is most likely to enhance understanding
- P11 comply with all relevant legislation, codes of practice, guidelines and ethical requirements
- P12 provide suitable opportunities for individuals to review the action plan
- P13 gather all relevant information relating to individual's progress
- P14 review the outcomes of the action plan with the individual
- P15 identify clearly the outcomes that have been achieved and those that have not
- P16 identify and agree with individual the next stages in the action plan where objectives have not been met
- P17 use met objectives and the boundaries of the counselling relationship to assist the ending process
- P18 take account of the individual's circumstances in deciding when to conclude the counselling
- P19 acknowledge and explore the implications where treatment continues beyond counselling
- P20 support the individual's sense of autonomy during the ending process
- P21 inform individuals about further sources of support
- P22 liaise with any agencies who will be providing further support
- P23 record details according to agency requirements

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Knowledge and understanding

You need to know and understand:

- K1 legal procedures and requirements regarding the recording, storage and passing on of information relating to individuals and work undertaken with them
- K2 professional codes of practice
- K3 the requirements of confidentiality
- K4 organisational procedures and requirements regarding the recording, storage and passing on of information relating to individuals and work undertaken with them
- K5 agency codes of practice
- K6 the characteristics of other helping agencies in the area
- K7 the limits and boundaries of your duties, responsibilities and power and why it is important to explain these to the individual
- K8 the principles of active listening
- K9 the principles of good objectives
- K10 the cycle of change model
- K11 all models explaining substance misuse
- K12 the principles of motivation
- K13 a range of recognised theoretical models, including cross cultural models
- K14 the principles of good feedback
- K15 how to bring the counselling process to an end
- K16 appropriate use of counselling supervision
- K17 the availability of substance misuse services in the local area
- K18 the characteristics of substance misuse services in the local area
- K19 the availability of other helping agencies in the local area
- K20 knowledge of research, how and where to access it
- K21 how to analyse research
- K22 the range of different substances and their implications for the provision of services
- K23 national substance misuse policies and priorities
- K24 the range of substance misuse services offered by your organisation or other organisations
- K25 the specific needs of individuals who are substance users, and how to meet these needs
- K26 the range of behaviours that can be expected from substance users, and how to deal with these
- K27 the risks substance misuse may pose to individuals and how to minimise these risks
- K28 the risks substance misuse may pose to others, how to assess and minimise these risks
- K29 the substance misuse jargon/terminology, commonly used
- K30 the essentials of dual diagnosis
- K31 the continuum of substance use from recreational to problematic

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- K32 the continuum of approaches to working with substance misuse from abstinence to harm reduction
- K33 equality of opportunity and diversity
- K34 why it is important to encourage individuals to express their perspectives, values and feelings
- K35 the individual's rights and how these should inform and influence the formation of a relationship between you and the individual

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Additional Information

External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB2 Assessment and care planning to meet people's health and wellbeing needs

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